Ontario
Ministry of
Correctional
Services
Report
of the
Minister
1984

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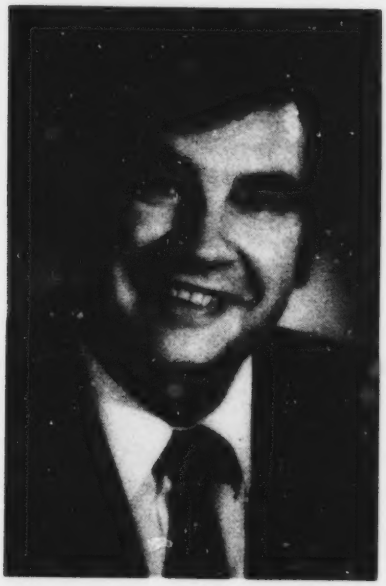
Annual Report 1984

Annual Report
Ministry of Correctional Services
Year ending March 31, 1984



The Honourable Nicholas G. Leluk
Minister

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Toronto, Ontario
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MAY IT PLEASE YOUR HONOUR

For the information of Your Honour and the Legislative Assembly, I have the privilege of presenting the annual report of the Ministry of Correctional Services for the fiscal year ending March 31, 1984.

I respectfully submit the report as attached.

Yours sincerely,

Nicholas G. Leluk
Minister

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Goal Statement

MINISTRY GOALS

A. To provide custody and community supervision as directed by the courts and as provided for in federal and provincial legislation governing correctional services in Ontario.

B. To provide information that will assist the courts in determining disposition.

C. To create within institutions and community programs a positive climate in order that offenders become motivated towards positive personal and social adjustment.

D. To make available to clients those program opportunities necessary to assist in making positive personal and social adjustment.

E. To develop and provide programs for the prevention of crime.

F. To add to the body of knowledge in the field of corrections.

PRINCIPLES

1. Wherever practical, correctional programs should be community-based.

2. The emphasis should be on helping offenders develop and maintain responsible and acceptable behavior within the community.

3. Correctional programs should apply that degree of control necessary to protect society, thus necessitating a continuum of programs with progressively increasing supervisory and structural controls.

4. Detainment in correctional facilities should be utilized for those persons whose criminal acts are substantially damaging to society and for whom the necessary controls are not available through any other source, or where a necessary deterrent impact cannot otherwise be achieved.

5. Correctional facilities should serve a custodial and deterrent function for those persons either clearly dangerous to the public or not sufficiently motivated for immediate return to the community.

6. Notwithstanding the above, all correctional programs and facilities should provide an environment and opportunities for positive personal and social adjustment.

7. Correctional programs should emphasize the offender's responsibility for reparation to the victim or payment of the debt to society, wherever practical, in order to serve a deterrent function and encourage responsible behavior.

8. It should be recognized that staff are the ministry's most valuable resource and that the effective utilization of human resources is the key to achieving ministry goals.

GOALS - JAILS AND DETENTION CENTRES

1. To protect society by holding, as efficiently as possible, remand and sentenced inmates in an environment providing high security.

2. To provide a humane environment for inmates as well as the necessary health and social

services, and to provide program opportunities to assist them in making positive personal and social adjustment.

3. To provide effective assessment and classification of inmates to ensure inmate assignment to appropriate institutions or programs.

4. To keep inmates productively employed or occupied, wherever possible, during incarceration.

5. To encourage and develop community-based work programs.

GOALS -
LONGER STAY INSTITUTIONS

1. To protect society by holding, as efficiently as possible, inmates serving sentences under provincial jurisdiction.

2. To provide a humane living environment for inmates, with the necessary health and social services, and to provide program opportunities to assist in making positive personal and social adjustment.

3. To keep inmates productively employed or occupied during incarceration.

4. To encourage and develop community-based work programs.

5. To provide regular reassessment of the classification of an inmate to ensure inmate assignment to appropriate institutions or programs.

GOALS -
PROBATION AND PAROLE SERVICES

1. To supervise persons on probation or parole to ensure that conditions of probation or parole are met.

2. To provide presentence and pre-parole reports as requested by the courts and the Ontario Board of Parole.

3. To promote programs for selected probationers and parolees that will assist them in adopting socially acceptable behavior and in learning basic life skills.

GOALS -
COMMUNITY ALTERNATIVES TO INCARCERATION

1. To operate a system of parole as provided for in federal and provincial legislation.

2. To promote development of privately and publicly operated community alternatives to incarceration for suitable offenders.

GOALS -
CRIME PREVENTION

1. To work with other criminal justice agencies in promoting, developing and participating in crime prevention programs.

2. To facilitate the participation of both individual citizens and the community at large in the criminal justice system.

3. To develop programs designed to assist in the process of the offender's reparation to the victims of criminal acts, and to promote 'victim justice' throughout the criminal justice system.

Introduction

The Ministry of Correctional Services is responsible for all persons in Ontario 16 years of age and over who are placed on probation or remanded in custody for trial or sentence. Offenders receiving a prison term of less than two years remain the responsibility of the ministry; those offenders receiving sentences of two years or more are transferred to the federal institutions operated by The Correctional Service of Canada.

The overall goal of this ministry is to protect the public while at the same time assist and encourage offenders to develop and maintain responsible and acceptable behavior within the community.

To this end, many different programs are employed including life skills, academic and trades training, work experience, and counselling in institutions; and within the community programs division, employment training, community service order projects, pre-trial services, and community resource centres (halfway houses).

During the fiscal year 1983-84, the ministry housed over 6,469 inmates in its institutions and community resource centres and had an average of 38,676 individuals under supervision on probation or parole.

The ministry administers the Ministry of Correctional Services Act, 1978.

The community and the correctional system

Ontario has led the way in North America in the development of community alternatives to incarceration such as community resource centres and community service orders.

This year marked the 10th anniversary of the ministry's community resource centre (CRC) program. The program's effectiveness is illustrated by the increase in weekly usage, from 200 offenders in 1977 and 400 in 1982 to 600 offenders in community residences during the week of March 5 - 11, 1984.

CRCs allow minimum risk inmates, who have been accepted for a temporary absence pass, to serve their sentences in a residential setting. Here, they are allowed to maintain or seek work, attend school or participate in other productive activities. The centres provide the combination of control and support necessary to protect society and assist in the inmates' rehabilitation. Some individuals who have been released on bail are also housed in CRCs.

Community service orders

The number of offenders ordered by the courts to provide community service continues to grow. Last year 13,400 probationers had a community service order (CSO) condition to their probation orders, an increase of over 50 per cent during the past two years. Collectively, these offenders performed 499,000 hours of community service.

This is an extensively contracted program area and is a good example of community involvement in the correctional process. Over 60 contracts are in place with a variety of agencies throughout the province such as the Salvation Army, John Howard Society, Elizabeth Fry Society and service clubs such as the Lions and Rotary, Native bands and community corrections committees.

The CSO provides substantial benefits to the community at large by providing services to senior citizens homes, centres for the developmentally handicapped, social service agencies and local youth centres.

The ministry's research shows the orders have a positive impact on offenders, 20 per cent of whom have continued to serve the community after completion of their service orders.

Community participation

The community participates in corrections even more directly through the work carried out by 5,579 volunteer citizens who contribute their time and talents to working with clients on probation and with those serving a sentence in a provincial institution.

Because volunteers are not part of the bureaucracy, some offenders find it more acceptable to take advice from them and begin to make positive lifestyle changes.

The ministry responds to high counts

During recent years, Ontario has experienced an annual 3 to 8 per cent increase in its prison population. However, this growth seems to have declined somewhat during 1983-84. For example, by July 1983 the average count was below the count of July 1982. The counts for the rest of the year were below those of the previous year. Overall, there was approximately a 1 per cent decline in the inmate population.

Through detailed analysis of statistics collected during these years, it can be predicted that there will be some growth in the size of the institutional population, but it will be slower than what has been experienced in recent years.

The ministry has taken positive action to deal with increases in the inmate population by providing additional institutional bed spaces and by initiating a number of community-based options to incarceration.

During 1982-83, the ministry added 250 bed spaces to the system through the opening up of or re-allocation of space at the Mimico Correctional Centre in Etobicoke, the Hamilton-Wentworth Detention Centre, and the Guelph Correctional Centre.

Through similar efforts during 1983-84 the ministry has been able to create 218 bed spaces in a number of institutions across the province. These included: 22 beds at the Ontario Correctional Institute in Brampton; 32 beds at Metropolitan Toronto West Detention Centre; 60 beds at Metropolitan Toronto East Detention Centre; 40 beds at Hamilton-Wentworth Detention Centre and 36 beds at Quinte Detention Centre in Napanee.

As well, a number of beds were added to jails in Barrie, Lindsay, and Peterborough, and the Wellington Detention Centre in Guelph.

Plans are underway to begin construction of additional facilities at nine institutions later this year which will add a total of more than 500 beds to the system.

These projects include:

- **Maplehurst Correctional Centre:** (Milton) conversion of unused space to dormitories adding 73 beds.
- **Metropolitan Toronto West Detention Centre:** new female unit to be located on the grounds with a capacity of 192 beds.
- **Rideau Correctional Centre:** (Burritt's Rapids near Ottawa) 64 new dormitory beds, and 26 cells for protective custody and close confinement; overall security of the institution will be upgraded.
- **Sault Ste. Marie Jail:** upgrading with an additional 45 beds and improvements to a number of the support service areas.
- **Sudbury Jail:** an additional 64 bed spaces.
- **Brantford Jail:** an additional 32 bed spaces.
- **Brockville, Pembroke** and **Cornwall** jails each get 10 additional bed spaces.

Policy on assignment of male and female correctional officers

This ministry has led the way in providing for the full integration of both male and female correctional officers in the operation of its institutions. This year the ministry ensured equal employment opportunities for all employees with the adoption of a formal policy on the assignment of correctional officers where they are required to supervise offenders of the opposite sex.

A committee, comprising senior institutional managers, and representatives of the affirmative action program, legal services and the Ontario Public Service Employees Union, examined this issue in depth, and consulted with human rights specialists and other correctional jurisdictions. This study led to the development of the first comprehensive policy on this subject in any correctional jurisdiction in Canada.

The policy prohibits sex discrimination in hiring and in the determination of post and duty assignments for correctional officers, except where gender is a bona fide qualification based on respect for inmate privacy. Its purpose is to achieve an appropriate balance between the right of correctional officers to equal employment opportunities and provisions which ensure that the personal dignity and modesty of inmates are maintained.

This policy will be implemented during the next fiscal year.

The ministry adopts official insignia

In December 1983, the ministry adopted an official insignia for the first time since its creation in 1972.

The insignia, sanctioned by the Ontario Government's visual identity program, features the Ontario Coat of Arms.

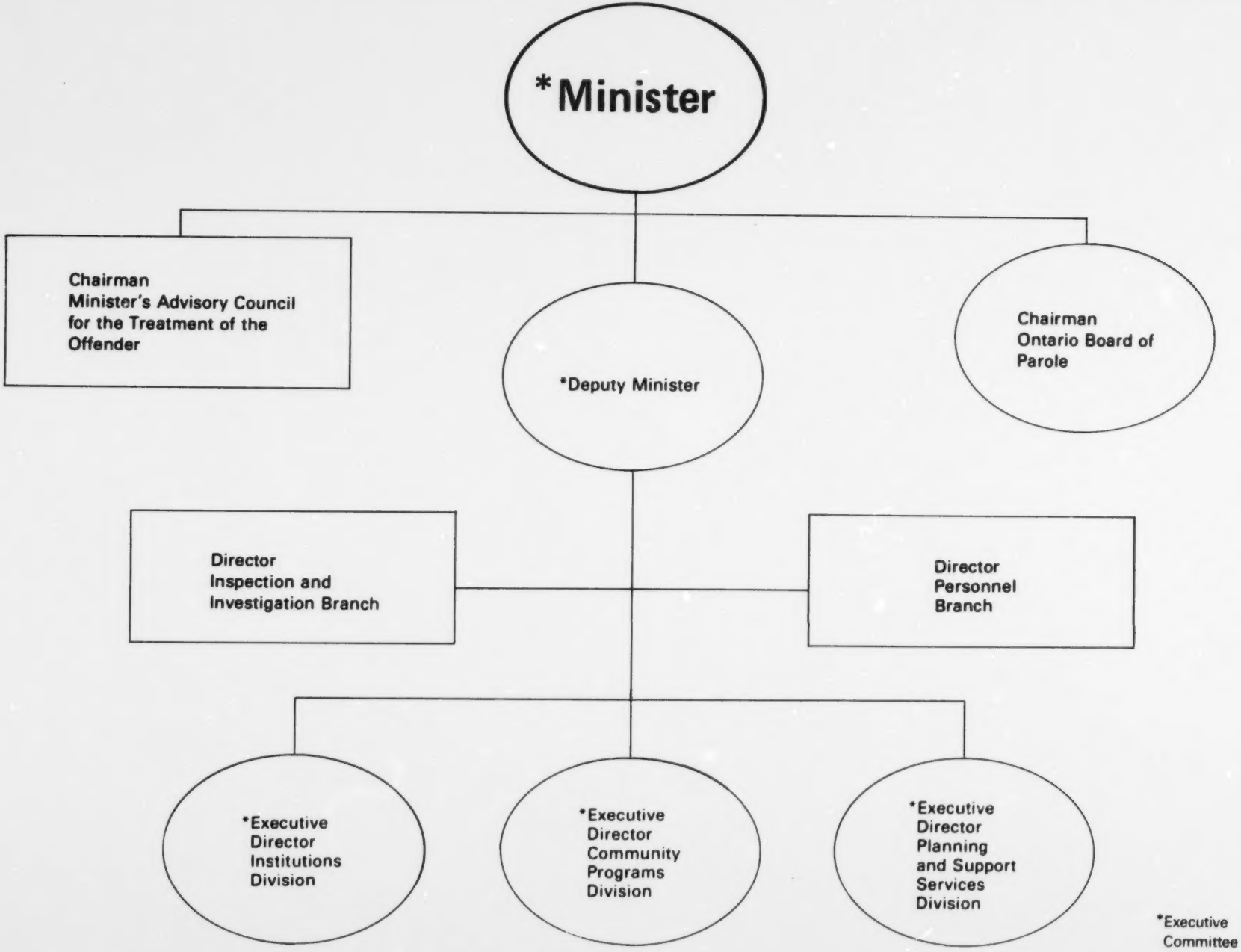
Two circles around the words "Ontario Ministry Correctional Services" represent the continuance of security and rehabilitative work performed by the ministry.

To come up with an appropriate design, the insignia committee sponsored a contest open to all staff and assembled a panel of judges.

The design, by Ronald Meloche, a shift supervisor at the Metropolitan Toronto East Detention Centre, placed first among 24 entries from across the province.

For Mr. Meloche's creativity, he was presented with a brass model of an 18th century 24-pound carronade designed by Gerry Disano, trades instructor at Ontario Correctional Institute.

The insignia will be used on correctional officers' uniforms, on awards and on certificates unique to this ministry.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Chairman
Minister's Advisory Council
for the Treatment of the
Offender
*Deputy Minister
Chairman
Ontario Board of
Parole
Director
Inspection and
Investigation Branch
Director
Personnel
Branch
*Executive
Director
Institutions
Division
*Executive
Director
Community
Programs
Division
*Executive
Director
Planning
and Support
Services
Division
*Executive
Committee

THE MINISTER'S ADVISORY COUNCIL FOR THE TREATMENT OF THE OFFENDER

The members of this committee, drawn from the legal, medical, teaching and other professions, advise the minister of Correctional Services on the application of current correctional philosophy to specific aspects of ministry programs.

W. Jack Eastaugh, BA, BSW, MEd
Chairman

Ross Charles

Monte H. Harris, QC, BPHE, BA

Mrs. Penelope Hodge

Rev. Massey Lombardi, OFM

W. J. McCormack

Norman Panzica

Mrs. Katherine Stewart,
BA, BEd, LLD

Mrs. Bozena White, BA

Ontario Board of Parole

Chairman - Ms D. M. Clark
Ontario Board of Parole
2195 Yonge Street
Toronto, Ontario M4S 2B1

The Ontario Board of Parole exercises parole jurisdiction for all prisoners sentenced to provincial institutions and for any federal offenders serving a sentence in provincial institutions as a result of a transfer.

Inmates must serve one-third of the total sentence imposed by the courts before parole may be granted. Those serving less than six months must apply in writing, while those serving six months or more are scheduled automatically for a personal hearing, unless they choose to waive the right to that hearing.

The Board may grant or deny parole, based on information from various sources in the institution and the community.

The focus of parole is to provide a way in which to reintegrate offenders into the community under the supervision of parole officers and with conditions which will provide minimum risk to society and maximum support to the offenders.

During 1983-84, a comprehensive review of the operation of the Ontario Board of Parole was conducted by the Office of the Provincial Auditor. The audit report will be submitted for response and appropriate action during the next fiscal year.

For the first time the Ontario Board of Parole was reviewed by the Standing Committee on Procedural Affairs of the Legislature. The committee's report and recommendations are due during the next fiscal year.

Court decisions during the year had a significant impact on redefining the Board's decision-making process. Offenders gained the right to appear before the Board after parole suspension. In the instance of parole denied, the offender gained the right to respond in person to the Board. These court decisions illustrated the need to be fair and just when making parole decisions and the need for credibility and accountability in the documentation of the hearing process and decisions.

Several factors contributed to the increased workload of the Board this year: the increase in the number of inmates in the institutions and in-person post-suspension hearings, along with an increased number of applications from short-sentenced inmates. As a result, additional institutional hearings were necessary.

During 1983-84, 39 additional community members were appointed to the Board to permit greater flexibility in meeting the increased workload and to begin to reach the operational standard of a quorum of two community members and one full-time member. Province-wide membership remains at 11 full-time and 80 community members.

Next year, three full-time members and five support staff will be added to the Board, with the approval of Management Board of Cabinet.

Full-time members as well as selected community members participated in provincial program study groups that researched and prepared recommendations for the ongoing development of Board policy. One committee developed guidelines for the performance planning and review of community members. Another was engaged in confidentiality issues and streamlining the wording of Board decisions. A third group was involved in producing a film and brochure on the Ontario Board of Parole process. Another committee is developing guidelines and criteria for decision-

making as the need for accountability in this area grows.

A management by results (MBR) format was introduced to facilitate meeting objectives and ongoing program review to monitor efficiency and effectiveness of the regional operations.

Regional vice-chairmen and administrative assistants participated in MBR training and undertook preparation of regional goals and objectives leading to budget estimates based on MBR indicators. This process enabled the vice-chairmen to respond to particular regional needs, to control and monitor the regional cost centre, and to evaluate Board operation through program review.

Short-sentence parole projects continued until February 1984. Approximately 700 applications were received from projects at Niagara Detention Centre, Elgin-Middlesex Detention Centre and Sault Ste. Marie Jail. Approximately 1,300 were received from the remaining 43 institutions in the province. The average number of applications per year per project was approximately 235 while, for the rest of the province, the average was approximately 30.

Research conducted during the projects validated the effectiveness of informing inmates of the option of parole immediately after sentencing. This notification enabled inmates to constructively plan their discharge, if they chose to apply for parole consideration.

During the fiscal year, Board members had many professional development opportunities through regional Board meetings and attendance at conferences and seminars. With the assistance of the community program support services branch, new community Board members participated in a three and one-half day orientation program.

For the second time, the Board sponsored a four-month professional development secondment of a probation and parole officer to provide an officer with an opportunity to gain insight into the Board's operation.

As part of this experience a study was undertaken on the role and function of the institutional liaison officer, a key person in the Board's functioning.

The report and its recommendations will be invaluable in enhancing a closer and more cohesive working relationship between the Board and field services across the province.

CENTRAL REGION

Central Region has experienced the most significant increase in workload for a number of reasons. There continues to be a high number of inmates in the Metropolitan Toronto institutions. Although Metropolitan Toronto was not a designated project area for parole consideration of short-sentenced inmates, there was a significant increase in the number of applications. Post-suspension, in-person hearings and assistance by legal counsel and others at regular hearings, also increased the workload.

The Central Regional Board holds regularly scheduled hearings for inmates in Toronto Jail, Metropolitan Toronto West Detention Centre, Metropolitan Toronto East Detention Centre, Mimico Correctional Centre, House of Concord, Barrie Jail, and Glenn Thompson House. Hearings are held at various health facilities when requested.

The regional Board members attended quarterly meetings which included discussions of such topics as stress management, team building, and the role of the institutional liaison officer, and visited community resource centres (CRCs) within the region. The members are actively involved in the provincial committees of the Ontario Board of Parole, community education, and liaison with the community concerning the Board's functions.

WEST-CENTRAL REGION

During the year the West-Central regional office relocated to Milton, Ontario, in order to be easily accessible to and maintain an ongoing relationship

with the institutions within its area, namely: Niagara Detention Centre, Hamilton-Wentworth Detention Centre, Vanier Centre for Women, Ontario Correctional Institute, and Maplehurst Correctional Centre as well as the probation and parole offices.

A one-day workshop was held with regional administrators, area managers, parole supervisors, and institutional liaison officers regarding policy changes and policy pertaining to case supervision.

Throughout the year, there has been an ongoing dialogue with the Hamilton-Wentworth and Halton-Peel police forces. The main issue under consideration was the elimination of police reporting as a standard condition for parolees in Hamilton-Wentworth. There was also discussion with the Halton-Peel Regional Police of whether or not parolees' photographs should be on parole certificates.

After the last provincial conference for all Board members held in Eastern Region, members of West-Central Region volunteered to host the 1984 provincial professional development conference.

WESTERN REGION

The Western Region is responsible for providing hearings for inmates on a regular basis at Guelph Correctional Centre including the Guelph Assessment and Treatment Unit, Burtch Correctional Centre, Elgin-Middlesex Detention Centre and Windsor Jail. The Board schedules hearings as they are required at Chatham Jail, Sarnia Jail, Walkerton Jail, Owen Sound Jail, and Wellington and Waterloo detention centres.

During the year, Western Regional Board members participated in new initiatives such as an orientation program for probation and parole officers in southwestern Ontario. For two weeks each month an officer is assigned to the Parole Board to read files and reports, observe hearings, monitor the functions of the institutional liaison officer, tour institutions and participate in the responsibilities of the full-time member and vice-chairman in the regional office. This orientation enables Board members, regional office staff, institutional liaison officers and probation and parole officers to develop a better understanding of the responsibilities and needs of all areas of the Parole Board and the probation and parole services.

On a trial basis, this region held a three-day regional Board members' meeting at which time members participated in seminars with probation and parole staff. The program included a panel discussion with a judge, a crown attorney and a defense attorney. Discussions were held on topics such as: programs of the forensic unit in a psychiatric hospital, treatment programs for sexual offenders, wife and child abuse, and alcohol and drug addiction.

The Western Regional Board also participated in Corrections Week in Guelph. Members were involved with the planning committee and took part in television shows, wrote newspaper articles, developed mall displays and accepted numerous speaking engagements. These events were designed to provide the public with information on the success of the parole process, from the granting of parole to the final expiration of sentence while under supervision in the community.

Board members participated in seminars and conferences in institutions, community agencies, treatment facilities, universities and clinical psychiatric hospitals.

EASTERN REGION

Regular monthly hearings are scheduled at Millbrook Correctional Centre, Rideau Correctional Centre, Ottawa-Carleton Detention Centre, Quinte Detention Centre and Whitby Jail. When the need arises and inmates cannot be transferred to these major centres, the Board may hold hearings at Pembroke Jail, Perth Jail, Lindsay Jail, Cobourg Jail, Peterborough Jail, Brockville Jail and Cornwall Jail.

The year began with the Eastern Regional Board hosting the first

annual conference held outside Toronto at the Donald Gordon Centre, Queen's University, Kingston.

Board members were busy not only in their own region, but also assisted in other regions, particularly the Northern Region.

Close contact was maintained with the probation and parole services branch and the institutions, culminating in a one-day conference in Kingston, involving superintendents, record clerks, area managers, institutional liaison officers and all regional Board members.

Board members maintained close contact with their communities by speaking to church groups, service clubs and other community groups. Similarly, contact was maintained with the National Parole Board in Kingston.

Due to the multiplicity of court decisions involving parole, the caseload has increased, as is the case with all regions.

NORTHERN REGION

Monthly hearings are scheduled at Monteith and Thunder Bay correctional centres and at Monteith, Thunder Bay, Kenora, Sudbury and Sault Ste. Marie jails. When there is a need, the regional Board members travel to North Bay, Haileybury and Parry Sound jails.

Full-time members from other regions and the chairman's office assisted the Northern Region in maintaining its operation after the sudden death of its vice-chairman.

The members participated in two regional meetings held in Sudbury and attended the annual conference and Board committee meetings.

Meetings were held with institution and probation and parole personnel in Thunder Bay and Sault Ste. Marie and ongoing liaison was maintained to facilitate the Board's operation in the absence of a vice-chairman.

The increased workload and the impact of short-sentence applications for parole resulted in additional hearing days being scheduled in Sault Ste. Marie and North Bay jails. Plans are underway to schedule hearings twice monthly at Monteith and Thunder Bay correctional centres.

ONTARIO BOARD OF PAROLE

Donna M. Clark
Chairman

Jerome A. Lefebvre
Executive Vice-Chairman

John S. Morrison
Special Projects Co-ordinator
and Part-time member
Central Regional Board

Rhoda Weltman
Program and Policy Co-ordinator

Central Regional Board

George G. McFarlane
Vice-Chairman

Dennis M. Murphy
Full-time member

Hilda E. Ballentine
Part-time member

Sydney E. Blackwood
Part-time member

George R. Boyd
Part-time member

Robert E. Bunn
Part-time member

Robert E. Fox
Part-time member

John M. Gandy
Part-time member

Linda D. Geluch
Part-time member

Robert M. Lambert
Part-time member

Lois Lehmann
Part-time member

Central Regional Board (cont'd.)

Douglas H. Lissaman
Part-time member

Helen Margison
Part-time member

Cynthia Nathanson
Part-time member

Charis A. Newton
Part-time member

Clement W. Nusca
Part-time member

Nora J. Pownall
Part-time member

Kenneth Rawlins
Part-time member

M. Denman Sinclair
Part-time member

Raili M. Tovell
Part-time member

West-Central Regional Board

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Vice-Chairman

Karen H. Freel
Full-time member

Rodger G. Allan
Part-time member

Frances E. Baines
Part-time member

Joy T. Benner
Part-time member

G. Mary Bracey
Part-time member

Patricia Flannagan
Part-time member

J. Louise Hebb
Part-time member

George Moore
Part-time member

Patricia Nichols
Part-time member

James R. Patterson
Part-time member

Marilyn Scott
Part-time member

Donald W. Simmons
Part-time member

Patricia E. Whiteford
Part-time member

George E. Williams
Part-time member

Robert S. Williams
Part-time member

Eastern Regional Board

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Vice-Chairman

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Cortwright L. Christian
Part-time member

Alixe Lillico
Part-time member

Donald C. Mason
Part-time member

Hames H. Metcalfe
Part-time member

Jean-Louis Racine
Part-time member

Alice Sheffield
Part-time member

Leonard Welch
Part-time member

Western Regional Board

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Full-time member

Peter A. Brazolot
Part-time member

Western Regional Board (cont'd.)

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Part-time member

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V. Michael Marks
Part-time member

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Part-time member

Edward A. McLeish
Part-time member

Ann Murray
Part-time member

Anne E. Murray
Part-time member

Marnie Neville-Caley
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Dawn Reynolds
Part-time member

Gloria Simard
Part-time member

Bruce Thorpe
Part-time member

Norma Turner-Ingram
Part-time member

Alton Van-Every
Part-time member

Roberta Vlietstra
Part-time member

Judy Wood
Part-time member

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Part-time member

Leo J. Gauthier
Part-time member

L. William Goss
Part-time member

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Part-time member

Charles Kakegamic
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Gabriel Loone
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Cornelius S. McGuire
Part-time member

Edith McLeod
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Elizabeth J. Meakes
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Alan Moss
Part-time member

Willard Myers
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Marlene Pierre-Aggamaway
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Marjolijn Reuvers
Part-time member

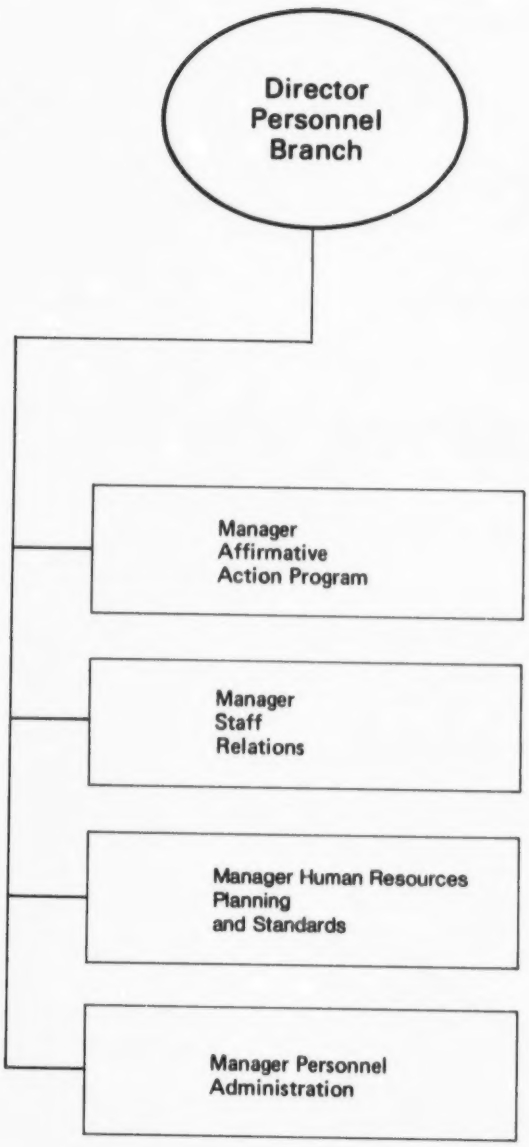
Mary V. Robson
Part-time member

Myrla M. Sanderson
Part-time member

Carmel Saumur
Part-time member

Claude Smith
Part-time member

Anthony Van Den Bosch
Part-time member


Director
Personnel
Branch
Manager
Affirmative
Action Program
Manager
Staff
Relations
Manager Human Resources
Planning
and Standards
Manager Personnel
Administration

PERSONNEL

Director - V. J. Crew
Personnel Branch
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

Staffing Activity

During the 1983-84 fiscal year, 230 new classified employees were hired by the ministry. Although the majority of these were replacement staff for persons who left the ministry's employ, approximately 75 staff were hired to fill additional new classified positions to meet the ministry's increasing workload. There were also 347 competitions held within the ministry during the fiscal year.

Affirmative Action Program

The total number of female staff in the ministry continued to increase from 1,301 in March 1983 to 1,352 in March 1984. Since 1975, women's representation has changed from 23.5 per cent to 27.2 per cent, an increase of 3.7 per cent. The number of female staff in the two major occupational groups of the ministry, correctional officers and probation and parole officers, has risen steadily. During the period 1975 to 1984, the number of female correctional officers increased from 174 to 377, a 116.7 per cent increase in representation. The number of female probation and parole officers has more than tripled, from 39 to 153.

Selection Techniques Training

Fifty-eight managers were trained in selection techniques. The intention is to train all managers who are significantly involved in staffing decisions.

Assessment Centre

A major assessment centre was held in February 1984, to select five deputy superintendents.

Personnel Information Services

During 1983-84, the branch developed and implemented a manpower strength report which is distributed monthly to ministry senior managers. Plans have been made for further development of this report into a comprehensive personnel information report.

French-language Services

This ministry's policy on French-language services was developed; it will be distributed during the next fiscal year. A survey of the services available in French in the institutions and offices servicing the designated and appropriate areas of the province was conducted to establish the existing level of French services and the areas in need of improvement.

Human Rights

The ministry's commitment to human rights and effective human relations continued. Framed copies of the Ontario Human Rights Code were permanently posted in prominent locations in all facilities alongside the previously posted copies of the Ontario Government Policy Statement on Race Relations. Personnel branch representatives have been active in assisting staff training representatives in their work toward the development and implementation of a race relations training program.

Employee Rehabilitation Program

In November 1983, the ministry, in co-operation with the employee counselling branch, Ministry of Government Services, implemented the employee rehabilitation program in the eastern region of the province. This program is designed to assist employees, who have been absent from work due to illness for an extended period of time, to return to active and productive employment.

Staff Relations

Ministry managers continued to participate in employee relations committee meetings, both at the local and ministry levels.

Personnel administrators, with the input of line managers, represented the ministry at the government level in salary negotiations with the union and in negotiations respecting the collective agreement on working conditions and employee benefits.

Numerous initiatives were undertaken to improve the delivery and administration of staff relations policies and practices throughout the ministry.

Performance Planning and Review

The personnel branch, along with the community program support services and the institutional staff training branches trained 711 managers on the performance planning and review policy.

Personnel branch trained:	348 managers
Community program support services trained:	55 managers
Institutional staff training branch trained:	308 managers
	711 managers

Problem Performance Training

The personnel branch sponsored four courses in this area with assistance from the employee counselling branch of the Ministry of Government Services. The personnel branch is liaising with the staff training branches to see whether such training can be an integral part of future management training.

The institutional staff training branch has incorporated this topic in several of its recent management courses.

Special Employment Programs

During the summer of 1983, the ministry hired 191 young people under Experience '83 and the ministry's regular summer employment program.

The ministry also participated in the 1983-84 Winter Experience program, offering employment for up to 20 weeks over the winter months to young people in institutions, probation and parole offices and in various community agencies with which the ministry has contracts.

Through the secondary school co-operative education program, the ministry provided 54 work stations to high school students earning credits toward their secondary school diplomas in business, technical and academic subject areas.

INSPECTION AND INVESTIGATION

Director - Stan Teggart
Inspection and Investigation Branch
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

The inspection and investigation branch is primarily responsible for ongoing inspections of all ministry facilities, including community resource centres (CRCs) operated by private agencies, probation and parole offices, and for conducting investigations into specific incidents involving staff, inmates, institution operation and/or administration, as well as complaints from the community about incidents involving the ministry.

The findings of an inspection are reported in writing to the deputy minister, through the appropriate executive director, with recommendations for change in all areas which are found to be below standard or not in accordance with ministry policy.

The time required to conduct an inspection is dependent upon the size and complexity of the institution, the nature of the operation, and the type of situation requiring examination. Smaller institutions generally require two to three days of examination by an inspector, and larger institutions require five days or more.

Safety and security inspections are carried out as required on new or renovated ministry facilities.

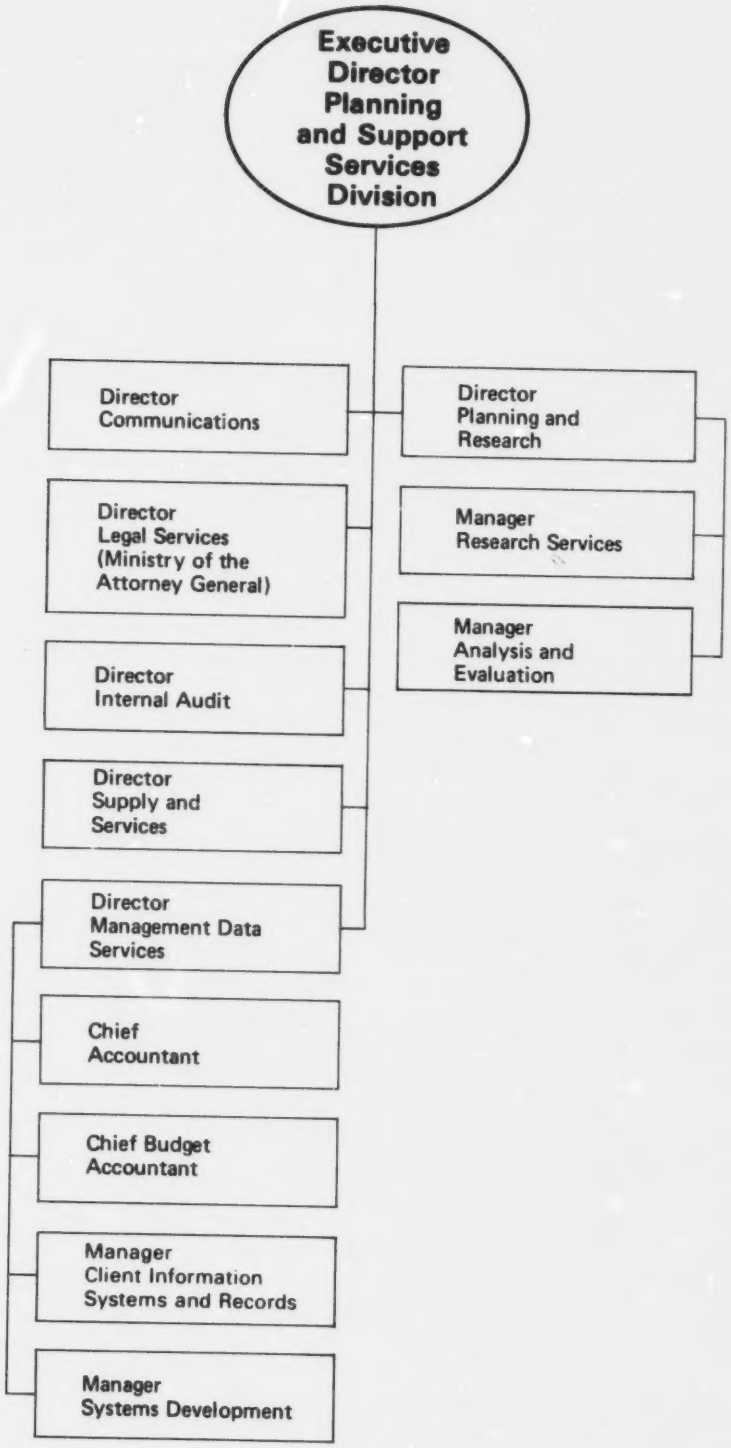
At the conclusion of each inspection, the person in charge of the institution, CRC, or probation and parole office is apprised by the inspector of the findings and the recommendations that will be made.

Investigations are normally conducted at the request of the minister, deputy minister or the executive directors of the institutions or community programs division into the more serious incidents within or involving the ministry. The time taken to complete an investigation ranges from a day or two to several months, depending on the nature and complexity of the problem or incident. Where it is considered appropriate, the local police or the Ontario Provincial Police (OPP) are called in to conduct investigations which are outside the purview of the branch.

The branch provides a consultative service in relation to operational security and safety to ministry personnel, and is consulted by other correctional and related jurisdictions in the criminal justice system regarding security procedures and equipment.

Involvement in institutional staff training is an ever-increasing role for the branch with staff taking part in seminars and making presentations.

Preventive security for the ministry is the responsibility of this branch. To this end, it assists local managers in the development of institution crisis security measures by: alerting senior ministry officials to actual or potential crisis situations; providing intelligence information; and liaising with the ministry's crisis intervention teams, the federal solicitor general's department, and various police jurisdictions.


Executive Director Planning and Support Services Division
Director Communications
Director Legal Services (Ministry of the Attorney General)
Director Internal Audit
Director Supply and Services
Director Management Data Services
Chief Accountant
Chief Budget Accountant
Manager Client Information Systems and Records
Manager Systems Development
Director Planning and Research
Manager Research Services
Manager Analysis and Evaluation

Planning and Support Services Division

Executive Director - T. McCarron
Planning and Support Services Division
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

The executive director, planning and support services division, is responsible for providing support services to the ministry in the areas of planning, research, budgeting, accounting, supply and services, communications, auditing and legal counsel.

Actual expenditures and recoveries of the Ministry of Correctional Services for the fiscal year ending March 31, 1984, were as follows: (subject to final audit):

Salaries and wages	$ 147,696,731
Employee benefits	23,817,472
Transportation and communication	5,262,934
Services	23,950,291
Supplies and equipment	26,931,919
Transfer payments	1,249,112
Recoveries	(2,898,918)
Non-budgetary expenditure	36
	$ 226,009,577

Planning and Research Branch

The objective of the branch is to provide financial planning, policy analysis, resource planning, results review, workload monitoring and projecting, and general research services to the ministry. This branch also acts as the main liaison group with the Management Board Secretariat, Justice Secretariat and outside interest groups. It comprises the analysis and evaluation section, and the research section.

Analysis and Evaluation Section

Members of this section continued to be involved in preparing the estimates and bringing about improvements to the management by results (MBR) program within the ministry. The MBR processes within the operational divisions are undergoing major changes. It is expected that during 1984-85, each cost centre manager will be involved in the MBR exercise and that a branch/division review will be carried out involving management employees at each level of the organization.

This section is involved in a number of changes pertaining to its own operations. The major changes are as follows:

- The estimates process is expected to be simplified in 1984-85. It is also likely to be more uniformly applied throughout the fiscal year.
- There is expected to be a greater involvement of a micro-processor in the preparation of the ministry's estimates.
- A new and improved section MBR has been set in place along with a work assignment system. All workload is now tabulated and recorded for purposes of monitoring MBRs.
- This section's involvement in preparing policy papers, position papers and Management Board submissions has increased tremendously in the last few months and this involvement is expected to continue to increase in the future.
- It is also foreseen that direct liaison with the ministry's operational personnel is likely to increase in 1984-85. This is necessary in order to include and better represent the

viewpoints of the operational managers in regard to policy matters.

- Another development is in the area of branch and program reviews. This section is likely to play a significant role in assisting senior management in the program review process.

Research Services Section

The research services section provides research and data analyses to all levels of ministry staff. The aim of these services is to increase the level of information about the operations of this ministry. The ultimate goal of this enhanced level of information is to foster an empirical approach to policy formulation. To meet this objective, four major categories of research are carried out. The first, and perhaps the most time-consuming of these endeavors, involves descriptive studies focusing on various offender groups or sub-groups. Closely related areas of research involve the description of offender groups involved in various programs. In order to gain insight into the operations of the ministry, a variety of studies are carried out with groups of ministry staff. Finally, research services provides regular and ad hoc management data reports on many issues.

Research topics are selected on the basis of consultation with ministry staff at all levels. The potential research topics are presented to the senior management committee which then selects the topics to be researched. Each selected topic is placed in order of importance on the basis of policy and management requirements. Projects approved for the 1984-85 fiscal year include the following:

- developing a structured institutional classification instrument;
- validating, on a province-wide basis, the level of supervision inventory (LSI);
- studying the concerns and attitudes of probation officers;
- examining the impact of the changes in classification procedures;
- analysis of the use of community service orders.

Management Data Services Branch

The management data services branch provides supporting financial, systems, and budgetary analysis services to ministry management through five major sections: accounts, budget, systems development and operations, client information systems, and records management services.

Accounts Section

The accounts section is responsible for general accounting functions, including payroll, accounts payable, travel expenses, and revenue.

The section operates a centralized accounts payable system by computer which produces a cheque tape used to pay suppliers through the central agencies, i.e., the ministries of Treasury and Economics, and Government Services. It also produces expenditure information for the monthly expenditure reports which are forwarded to all cost centres following month end. This information is used in the preparation of the public accounts.

The payroll section, in co-operation with the personnel branch, controls all input to the integrated personnel, payroll, and employee benefits system (IPPEB) for generation of all pay cheques. Expenditure detail is extracted from IPPEB and is transferred into the monthly expenditure reports.

The revenue section controls the ministry advance account, records all revenue, raises invoices for immigration holds, lockups, penitentiary placements, and national parole violators, and liaises with the Ministry of Transportation and Communications about ministry vehicle accidents.

Budget Section

This section ensures that the ministry makes optimum use of legislated allocations by timely and relevant financial analysis and consultation. The results of this comprehensive review are published in a monthly financial report that is presented to senior management and outlines additional needs and offset savings that have been identified. A year-end financial report giving an overall summary is also prepared.

The budget section also provides the Ministry of Treasury and Economics and Management Board Secretariat, with accurate and up-to-date financial information for central government planning and cash flow control purposes.

Client Information Systems Section

This office maintains the ministry's central inmate files. The control of information to and from the adult information system is a major function of the section. A group of four staff within the office provides a sentence computation verification function in support of the ministry's inmate records staff in the institutions. All of the above functions are provided on a continuing basis and in 1984-85 the main objectives are to review and upgrade the systems and procedures to improve the collection and processing of client data.

Records Management Services Section

This office is responsible for the implementation and application of the government's policy on records management. Its functions include records retention and scheduling, forms management, file classification systems, production and maintenance of ministry manuals, operation of the ministry's central registry (administrative and personnel files) and word processing services. The office also provides general business systems analysis services for management by conducting feasibility studies on, for example, telecommunication systems or new product acquisitions, and reviewing and recommending changes to organizational structures and office systems.

Systems Development and Operations Section

This section develops and maintains the various computer systems which support the ministry's activities, specifically in connection with the collection and reporting of client, financial, and administrative data.

The addition of mini-computer installations at Niagara Detention Centre and Barrie Jail brings to ten the number of institutions using computerized support for institutional administration and the recording of client data. Ottawa-Carleton Detention Centre is scheduled to adopt the system in 1984-85.

Ongoing programs to extract data required for the charge-back of services to the federal government have identified a $4 million charge-back for services such as holding immigration detainees and national parole violators, and for transferring inmates for direct penitentiary placement.

Systems staff have continued to improve existing systems and develop new ways to meet increasing demands for information. Through this improved access to information, offenders' movements in the institutional system and the community program system can be tracked, noted and shared between the two functional areas.

Several probation and parole offices now have direct access to the ministry's on-line enquiry system to assist them in preparing presentence and pre-parole reports, as well as to avoid any confusion between offices in assigning cases from court.

A long-range systems plan has been developed for the ministry to extend the availability of computers as tools for both administrative support and better communication of information from various locations within the ministry. New information and record-keeping systems, to meet the requirements of the Young Offenders Act (YOA), will be developed during the next year.

Legal Services Branch

This branch, staffed by the Ministry of the Attorney General, provides the ministry and the Ontario Board of Parole with general legal services, including the preparation of litigation and the settlement of claims. It also acts as counsel before various judicial and administrative tribunals and gives advice on the preparation or interpretation of legislation, regulations and other legal documents. The branch plays a leading role in policy planning and development within the ministry.

Internal Audit Branch

The internal audit branch, as part of the ministry management control system, assists all members of ministry management in the effective discharge of their responsibilities by: providing assurance that control processes are in place and functioning effectively; identifying and timely reporting of information concerning potential control problems or issues; and recommending constructive change to correct identified weaknesses.

During the past year, the branch undertook several initiatives to ensure that it continued to provide good "value for money" as a support service. These initiatives included the computerization of audit scheduling, accelerated staff training and the implementation of an audit quality control system. The branch performed several broad scope audits in line with the new emphasis on comprehensive auditing. For the fiscal year ending March 31, 1984, the branch completed a total of 47 assignments.

Supply and Services Branch

During the year, the purchasing section has been active in making acquisitions for all divisions within the ministry, with particular emphasis being placed on equipment necessary to take full advantage of developing new technologies.

In a co-operative venture with the industrial programs branch of the institutions division, the facilities design and construction and maintenance sections erected a prototype of a modular maximum security confinement unit at Peterborough Jail.

These two sections have also co-ordinated renovation projects at field locations which were funded in part by the government's employment stimulation program.

Communications Branch

The communications branch is a centralized support group that provides communications advice and services to the rest of the ministry.

Along with this annual report, the branch published six editions of Correctional Update, a bi-monthly newsletter which highlights ministry programs and events for staff and other interested groups such as judges and police forces.

The branch also published or reprinted 25 pamphlets and responded to enquiries from the media, public and staff on a daily basis. (See next page for a list of ministry publications.)

Special interest articles were written for related agency newsletters and news releases were issued announcing ministry projects.

Staff sought branch assistance for a variety of projects including displays for Community Justice Week, county fairs and career days. In total the branch designed and shipped 31 displays for such events.

Special attention was given to publications and audio visuals for use by students: some were informational; others were aimed at crime prevention. The branch also arranged tours of institutions for visiting dignitaries and course-related college/school groups.

Ministry of Correctional Services Publications

*Annual Report of the Minister

Bail Verification and Supervision
- a community option to pre-trial detention.

Careers in Corrections

Caught

Community Resource Centres
- a program that benefits the community as well as the offender.

Community Service Orders
- a helping program for both community agencies and for those offenders who volunteer their services.

Community Service and You

Correctional Institutions and Programs in Ontario

Glossary of Correctional Terms

Probation and Parole
- a community service for adults

Recreation in Corrections

The Vanier Centre for Women

*VORP
- victim/offender reconciliation program

*not available in French at this time.

Wanted: People
- join us and be a correctional volunteer

Corrections Ontario Series
- Community Resource Centres
- Community Service Orders
- Government Levels of Responsibility for Corrections
- Parole
- Probation
- Temporary Absence Program

*Correctional Update
- a bi-monthly newsletter for staff

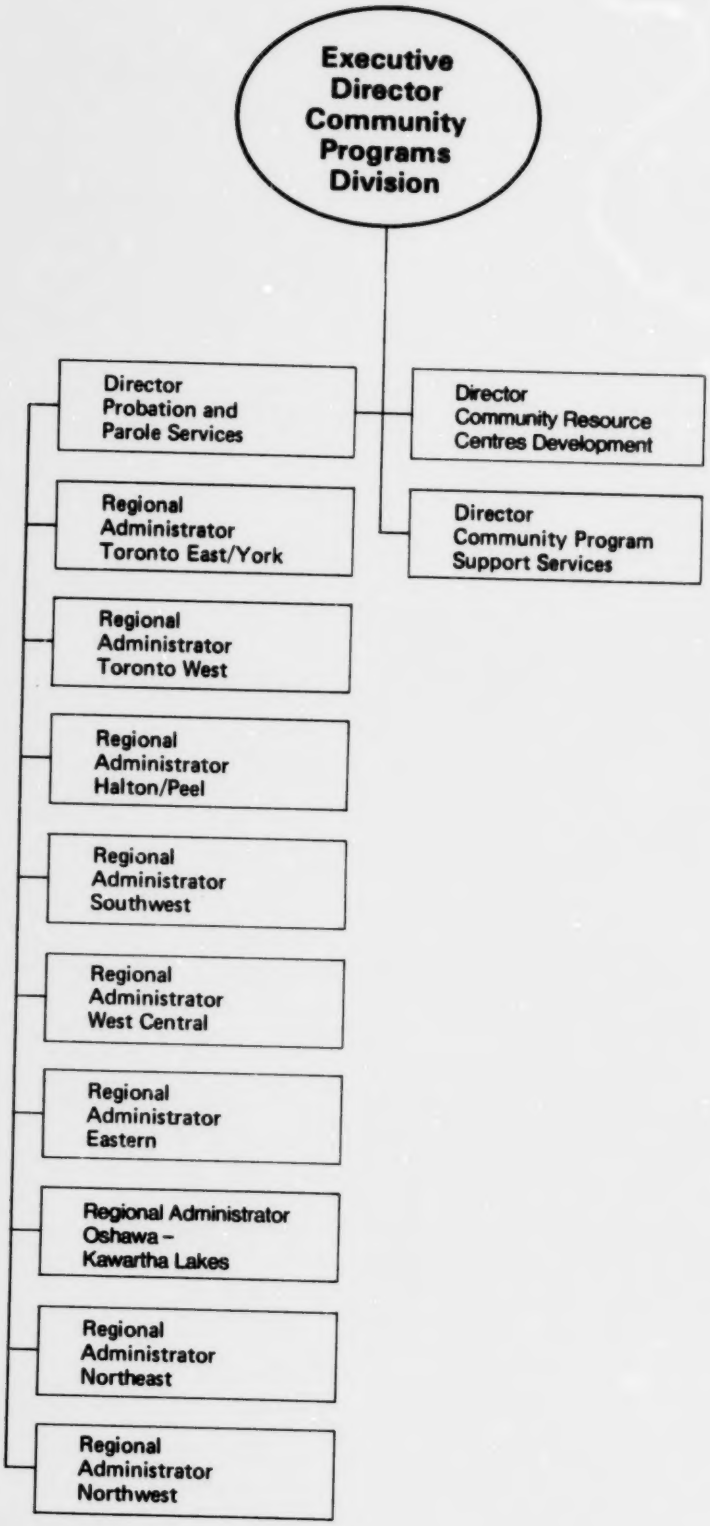
*Correctional Options
- an annual journal

These publications are available from the communications branch, Ministry of Correctional Services, 2001 Eglinton Avenue E., Scarborough, Ontario M1L 4P1. Telephone: 750-3421, or the Ontario Government Bookstore.

The ministry also publishes leaflets describing some of the inmate-made articles which may be purchased by government and tax-supported non-profit agencies.

Barbecues
Beds
Campsite Fireplace Grill
Campsite Permit Holder
Correctional Industries Price List
Flame Retardant Mattress
Flame Retardant Pillows
Fluorescent Flower Garden
Library Book Truck
Picnic Tables
Security Garments
Signs

You may obtain these publications from the industrial programs branch, Ministry of Correctional Services, 2001 Eglinton Avenue E., Scarborough, Ontario M1L 4P1. Telephone: 750-3366.


Executive Director Community Programs Division
Director Probation and Parole Services
Director Community Resource Centres Development
Director Community Program Support Services
Regional Administrator Toronto East/York
Regional Administrator Toronto West
Regional Administrator Halton/Peel
Regional Administrator Southwest
Regional Administrator West Central
Regional Administrator Eastern
Regional Administrator Oshawa – Kawartha Lakes
Regional Administrator Northeast
Regional Administrator Northwest

Community Programs Division

Executive Director - Donald G. Evans
Community Programs Division
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

The community programs division is responsible for encouraging the use of existing community correctional programs, such as probation and parole, community resource centres, Native programs, and volunteer programs, and for initiating the development of other community-based sentencing options.

The division operates on the premise that there are varying community sentencing options. To that end, a number of programs, including community service orders, alcohol education, life skills, restitution, bail verification and supervision have been developed at the local level. During the past year, the division had a workload of 112,000 clients.

Probation and Parole Services Branch

Acting Director - David A. Parker
Probation and Parole Services
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

Regional Administrators
Probation and Parole Services

Toronto West Region
C. M. Begg (Acting)
Provincial Bank Building
2 Dunbloor Road
Suite 312
Islington, Ontario M9A 2E4

Halton/Peel Region
G. D. Daye (Acting)
440 Elizabeth Street
Suite 202
Burlington, Ontario L7R 2M1

West Central Region
R. P. Brennan (Acting)
1315 Bishop Street
2nd Floor
Cambridge, Ontario N1R 6Z2

Toronto East/York Region
J. M. Drybrough (Acting)
150 Consumers Road
Suite 404
Willowdale, Ontario M2J 1P9

Oshawa/Kawartha Lakes Region
M. J. Canning (Acting)
146 Simcoe Street North
Oshawa, Ontario L1G 4S7

Southwest Region
D. R. Spencer
353 Richmond Street
2nd Floor
London, Ontario N6A 3C2

Eastern Region
H. R. Hawkins
1055 Princess Street
Suite 404
Kingston, Ontario K7L 1H3

Northwest Region
K. H. Mitchell
106 North Cumberland Street
2nd Floor
Thunder Bay, Ontario P7A 4M2

Northeast Region
M. R. Healy
199 Larch Street
9th Floor
Sudbury, Ontario P3E 5P9

The probation and parole services branch supervises adults on probation and ex-inmates of provincial correctional facilities who are serving part of their sentences on parole. This service is also responsible for the preparation of pre-sentence reports for the courts which assist judges in determining dispositions after guilt has been established.

The workload of the branch continues to increase as this branch has the largest client group within the ministry with an average daily caseload across the province of approximately 37,000 probationers and 1,500 parolees.

There are 112 probation and parole offices throughout the province with a total of 410 officers providing service to the community.

As a means of managing an increased workload as well as providing a way for communities to become more involved in the correctional process, the number of contracts signed with agencies has increased. During the year, approximately 200 contracts totalling nearly $5.5 million were signed.

The most extensively contracted area, and a good example of community involvement, is community service orders. This year there were over 13,000 probation cases with a community service order attached, an increase of 18 per cent over the previous year. Almost 500,000 hours of service were completed, an increase of over 11 per cent.

REGIONAL INITIATIVES FOR 1983-84

EASTERN

Kairos Farm project (Community Residential Agency) - This is a community-based rehabilitation facility providing a program for youth with serious behavioral problems resulting from drug and alcohol abuse. Kairos is funded by this ministry and other government and community agencies.

A team of four professional counsellors provide individual, group and family counselling as well as residential treatment. Team members also visit local high schools to alert students to the dangers of alcohol and drug abuse.

Work Adjustment Training (John Howard Society)

Through a contractual agreement with the John Howard Society, probationers and parolees can participate in an eight-week training program designed to address employment, financial and educational needs, as well as interpersonal difficulties such as poor motivation and low self-esteem.

Course participants are "hired" into the program after an interview and sign a contract outlining mutual expectations. During the eight-week duration of the course, Employment and Immigration Canada pays the participants a living allowance of $80 per week.

HALTON/PEEL

Elizabeth Fry Shoplifters Self-help Program

The Elizabeth Fry Society, under contract to the ministry, continues to provide a program for women whose shoplifting offences appear related to emotional and social difficulties. Of the 100 or more clients referred to this program each year, only 3 per cent have become involved in further shoplifting offences.

GRIP Alcohol and Driving Awareness Program (Growth through Responsibility and Individual Participation)

This program is an educational and treatment program designed to assist clients convicted of impaired driving offences or other offences where alcohol abuse is a major part of the individual's problem.

NORTHEAST

In Muskoka, the group-work efforts initiated by a probation and parole officer in Bracebridge, MacTier, Bala, and Gravenhurst continue to show excellent results. Clients in these groups completed a questionnaire before leaving the group indicating the benefits of group membership. All participants found their needs were met by the group.

West Coast of James Bay (Attawapiskat)

On the west coast of James Bay, the probation and parole services has made many important inroads in communities

from Fort Albany to Fort Severn, securing the co-operation of band chiefs and councils as well as elders. Combined with the efforts of the local OPP, a program has been designed to address alcohol and drug-related family problems. This program should significantly reduce drug and alcohol abuse in Attawapiskat.

NORTHWEST

Fort Hope Reserve Band Council CSO and Community Education Program

On the Fort Hope reserve, a community of about 600, a full-time Native worker provides supervision and co-ordination of community service work.

This program is being managed by the chief and band council in consultation with the Superior North area staff. The worker, in addition to supervision of community service orders, provides counsel and advice for probationers in this community.

A unique feature of this program is the community education aspect. As expressed by the band council, many people in this isolated community are relatively unfamiliar with the operation and mechanics of the criminal justice system. Part of the worker's role is to familiarize Native residents with functions of criminal justice through the use of films, lectures and speakers.

OSHAWA/KAWARTHA LAKES

Peterborough & District Information Centre and Volunteer Bureau CSO Program

The Peterborough and District Information Centre and Volunteer Bureau, under contract to the ministry, operates a community service order program in Peterborough County. This service is provided for approximately 250 probationers and currently has 55 placements. Its success rate is estimated at 95 per cent and is considered to be a valuable program both by the probationers and the recipients of service.

SOUTHWEST

Floor Hockey Programs - London Probation Pros

The London Probation Pros is a floor hockey team of present and past parolees who compete in inner-city competition within the Ontario special olympics for the developmentally handicapped. The team serves not only as a vehicle for supervision, but also provides an opportunity for these young men to reap the benefits of a well-run athletic team. Considerable support for this program is received from the Forest City Kiwanis Club, the Salvation Army, St. Leonard's Society and volunteer coaches.

Fresh Start - Windsor

The Hiatus House Fresh Start program, under contract to this ministry, provides an assessment and counselling service for men who batter. Probation clients are interspersed with non-probation clients. Each participant enters into a contract with the agency and sets specific goals for six weekly sessions. At this point, close friends of group members assist in evaluation and a decision is made whether or not to continue treatment. The average length for group treatment is six and one-half months.

TORONTO EAST/YORK

Stop Impaired Probationers in Toronto (SIPIT)

SIPIT is an educational course offered to the Scarborough court by the Consumers Road probation and parole office. With the co-operation of the judiciary, first and second time impaired driving offenders are ordered by the court to complete an eight-session program. The program focuses on the personal, legal, family and societal benefits of not drinking and driving. The course involves a series of discussions with resource people from the community including a physician, lawyer, family counsellor, police officer, insurance agent, driving instructor and an impaired driving victim. The program runs approximately four times a year.

TORONTO WEST

Court Services

During 1983-84, 30 volunteers, recruited and trained by a private agency, assisted court liaison officers (probation officers) in the five courts located in the region. They interviewed and referred to the appropriate probation office, approximately 8,700 new probationers and prepared 1,300 presentence reports. Nearly 400 stand-down presentence reports were completed as well.

Court liaison officers processed and monitored over 1,000 fail-to-comply-with-probation charges. As well, they met with judges, crown attorneys and other court officials.

Regional Co-ordinating Psychologist

A regional co-ordinating psychologist provides consultation to area managers and probation and parole officers within the Toronto West region by:

- interviewing and assessing probationers and parolees to assist probation and parole staff in the proper assignment of clients to available resources and to aid program planning or management strategies for clients.

- directly or indirectly providing psychotherapeutic interventions to clients in difficult or emergency situations.

- conducting group psychotherapy and/or counselling sessions.

In 1983-84, 420 sessions were conducted with clients in the Toronto West region.

WEST CENTRAL

Family Violence Program

Probation and parole services had considerable input into the Waterloo committee on family violence. Following recommendations from that committee, a group for assaultive husbands was formed. A probation and parole officer functions as co-leader of this group with a social worker from the Cambridge Family Service Bureau. Approximately six men attend each week and have responded positively to the open discussion of problems.

Volunteers in Probation and Parole

Volunteers work with probation and parole staff to extend the scope of service and to provide flexibility in programming. Volunteers do not replace staff, rather, they enrich the quality of service and come prepared to share a variety of professional and life skills.

Volunteers participate in victim-offender reconciliation, prepare stand-down reports for the judiciary, provide special employment and job-readiness counselling to probationers, and promote involvement and awareness of corrections through the activities of community corrections volunteer associations throughout the province.

A total of 2,846 citizens volunteered their services to probation and parole this year. They supervised more than 4,000 clients on probation and/or parole each month, or just under 14 per cent of the active probation caseload.

Native Programs

The ministry is continually striving to meet the special needs of the Native offender in both urban and remote locations. For example, in some remote areas, probation aides are employed on a part-time, fee-for-service basis on reserves in the northwest and northeast, and are, themselves, residents of the reserves or settlements. Here, under contract to the ministry, they provide supervision, counselling, and support for Native offenders.

Working under the supervision of full-time probation/parole officers, who provide training and support, these aides are able to provide relevant services within their own cultural environment.

Native inmate liaison workers are active in urban centres assisting Native inmates with their reintegration to the community. In some locations, these

projects are funded jointly with the ministry's institutions division.

These programs are consistent with the ministry policy of providing services to Native offenders by Native people wherever possible.

Ministry staff work closely with Native organizations to develop and provide these services. This is particularly evident in the ministry's excellent working relationship with the Ontario Native Council on Justice, which is representative of many Native organizations which are attempting to have an impact on Native contacts with the justice system.

Native Programs 1983-84

Programs and Services:
(Fee-for-service contracts)

Community service order placement and supervision

Probation aide programs

Inmate liaison

Crisis intervention

Court liaison

Crime prevention and public education

Life skills and counselling

New programs established in 1983-84 include:

Rat Portage Community Corrections Worker/Attendance Centre

Ontario Native Council on Justice/Young Offenders Act Project:

to liaise with four Native communities to develop programs designed for youthful offenders

Chief Band Council Fort Hope Reserve:

Community Service Order Program

Community Resource Centres (CRC) Development Branch

Director - A.S. Nuttall
Community Resource Centres Development
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

Community resource centres (CRCs) are operated for the ministry on a contractual basis by agencies to provide a community residential setting for selected offenders completing an institutional, probation or parole term. They are also used by persons on remand.

At year-end, 33 CRCs provided bed space for 467 residents. Of these CRCs, three were for women, five were bilingual (French) and two provided special programs for Native offenders. Other programs included the development of services for residents who are developmentally handicapped and mentally retarded in four CRCs, a driving-while-impaired program at Madeira House, and the ongoing capability of Glenn Thompson House to accommodate offenders who have physical and developmental handicaps.

Twenty-one CRCs operated enriched programs during the year providing specialized and extended services to residents and former residents in the area of aftercare, alcohol and drug education and life skills. In addition, 14 CRCs established extended community programs to help residents return to the community.

The ministry also contracts with 37 community agencies on an ad hoc basis for the use of residential services.

The total bed capacity at the end of March 1984, was 584 in 33 CRCs and 37 community residential agencies (CRAs). The average weekly occupancy during the year was 452.

Residents employed	4,488
Total days employed	50,944
Total cost of program	$6,711,000.00
Average weekly cost	$231.98
Residents' earnings	$1,919,348.35
Residents' income tax	$276,858.45
Residents' room and board	$386,024.00
Restitution paid	$36,754.48
Residents' payments to dependents	$300,043.12

Community Resource Centres by Region

Central Region

Bunton Lodge
Calvert House
Cuthbert House
Ellen Osler Home
Gerrard House
MacMillan House
Madeira House
Sherbourne House
Stanford House
Glenn Thompson House
Galbraith Bail Residence

Eastern Region

Aberdeen House
Carleton Centre
Durhamcrest Centre
Durhamdale House
Fergusson House
Joe Versluis Centre
Kawartha House
Maison-Decision House
Maison P.C. Bergeron
Onesimus House
Riverside House

Western Region

Kitchener House
Luxton Centre
Robinson House
Victoria House
William Proudfoot House
Wayside House

Northern Region

Kairos Centre
Ke-Shi-Ia-Ing (Ontario Native Women's Centre)
La Fraternite
Red Lake Community Resource Centre
Robichaud House

Community Program Support Services

Acting Director - Don Page
Community Program Support Services
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario M1L 4P1

The community program support services branch is responsible for providing training and program development and support for the community programs division.

Training Section

In its training capacity the branch offers a full program of courses, seminars and workshops to meet a wide range of training and development needs. Training efforts are designed to promote staff self-development within an overall goal of increasing the ministry's organizational effectiveness. With this in mind, courses strive to share with participants current trends in management and organizational development. More recently, training attempted to reflect and incorporate the principles and processes as developed through management standards of the Ontario Government.

To this end, the branch has structured its course offerings along several "streams." These are: basic training, professional development, management training, volunteer training, and support staff training. Each stream incorporates basic courses that form the building blocks for more advanced and specialized courses. The initial foundation for probation and parole officers is a basic training program that incorporates a syllabus, self-study guides, case study supervision and examinations in the areas of law, social work and administration. Additional courses are then selected from the training program, based on identified needs, and reflecting an increased skill and knowledge development. A similar model of training applies to the training for managers and support staff.

Moreover, in order to meet the identified needs, not only of individuals but also of particular work units, branch trainers offer a variety of developmental

opportunities on an office, area or regional basis. In these instances, trainers travel to the identified location to present courses and are able to tailor course content to the unique needs of the particular work group.

In an effort to accommodate the sharing of correctional concerns with the community, staff from community resource centres and from correctional agencies such as the John Howard Society, the Elizabeth Fry Society and the Salvation Army, are included, where appropriate, in scheduled training programs. Also, the branch works with these groups to develop specific training programs unique to the needs of the agencies. For example, in 1983-84, special seminars in report writing, interviewing skills, and zero-base budgeting were offered to a number of community groups, and for the first time, the branch conducted an intensive course for community service order co-ordinators.

Another recipient of the training services is the Ontario Board of Parole. Most branch courses are open to the staff of the Board, and in 1983-84 a number of specific training events were conducted for Board staff, including time management, managing performance, new member orientation and parole interviewing dynamics.

During the year, the branch conducted training in a number of new areas. Training in performance planning and review was completed, as was training in the level of supervision inventory assessment method. Client information system training was completed province-wide and new courses were offered in reality therapy, current management issues and improving meeting effectiveness. Some of the courses under development during the year include: staff safety and security techniques, child abuse, French pre-sentence report writing and probation enforcement.

During 1983-84, the branch offered a total of 90 courses and seminars totalling 3,200 person-days of training. While most of the branch activity has centred around course preparation and delivery, the branch has engaged in various other activities and projects relating to its encompassing role as human resource developers. During the year branch staff not only assisted in planning a number of conferences, but also presented papers or led seminars on 30 occasions at a variety of conferences. The branch has also published training guides, resource materials and guidebooks on a variety of topics, including probation enforcement, task centred counselling, marketing skills and the Young Offenders Act.

Project Development Section

Within its project development role, the branch offers a number of diverse support activities. For example, there is ongoing liaison with Native interest groups and field offices to improve services to Native offenders. One such example is the Cross Cultural Awareness Program which the branch, in collaboration with the Ontario Native Council on Justice, has developed in order to sensitize community corrections staff to the unique problems of Native offenders. The branch also provided a consulting function in the implementation of a project aimed at designing potential programs for youthful Native offenders. Joint funding from ministries in the justice policy field allowed the Ontario Native Council on Justice to hire two project development workers to work with four Ontario communities. Their mandate was to work with local Native organizations to design potential programs for youthful offenders following implementation of the Young Offenders Act.

In addition to its liaison role with outside groups, branch staff also consult with field staff and volunteers, providing advice for a number of specific programs, such as community service orders, alcohol/drug abuse and restitution programs. Extensive evaluations of two pilot programs are underway; the fine option pilot projects and the innovative driving-while-impaired program at Madeira House, a community resource centre.

Branch staff also represent the division and the ministry on various internal and external committees and task forces. This allows staff to gain a broader perspective on government operations and affords an opportunity for input into issues and problems related to the correctional field.

The branch is also responsible for maintaining the adult information system for probation and parole clients. In addition to processing data and providing it to the field, branch staff maintain a role of liaison, training and development surrounding all aspects of the system.

As part of its project development role, the branch regularly assists in the development of new or innovative programs, such as the intensive supervision of clients. One such project being tested and monitored in the Pickering/Oshawa area is based on cognitive learning principles and is due to be implemented in the next fiscal year.

The valuable role provided by volunteers in the community programs division has been reflected in the high priority the branch places on volunteer development and training. Providing advice, consultation, training and recognition to this group of concerned citizens is one way of reflecting the ministry's appreciation of the quality and effectiveness of their contribution.

In February, the branch, on behalf of the ministry, hosted a national dialogue on volunteers in the correctional system with representation from the federal government and provincial jurisdictions across the country. This seminar generated support for an organized system of information-sharing regarding volunteer programs in corrections. The branch has undertaken to ensure that this network is maintained by facilitating the distribution of training materials, articles and relevant program information.

In addition to the publication of resource materials and training guidebooks, the branch also published Correctional OPTIONS, an annual journal which promotes innovative concepts and ideas within the criminal justice field.

COURSES PRESENTED 1983-84

Basic Training

Probation/Parole Basic Training:
Law
Social Work
Administration

Professional Development

Parole Decision-Making
Report Writing for Community Correctional Agencies
Interviewing Skills
Dynamics of Parole Interviewing
Parole Board Orientation
Coping with Stress
Level of Supervision Inventory Training
Marketing and Negotiating Skills for Probation
Maximum-Impact Counselling
Native Cross-Cultural Training
Nutrition, Fitness, Life Skills
Presentence Report Writing
Reality Therapy
Conflict Management
First Aid Training
Employment Counselling

Management

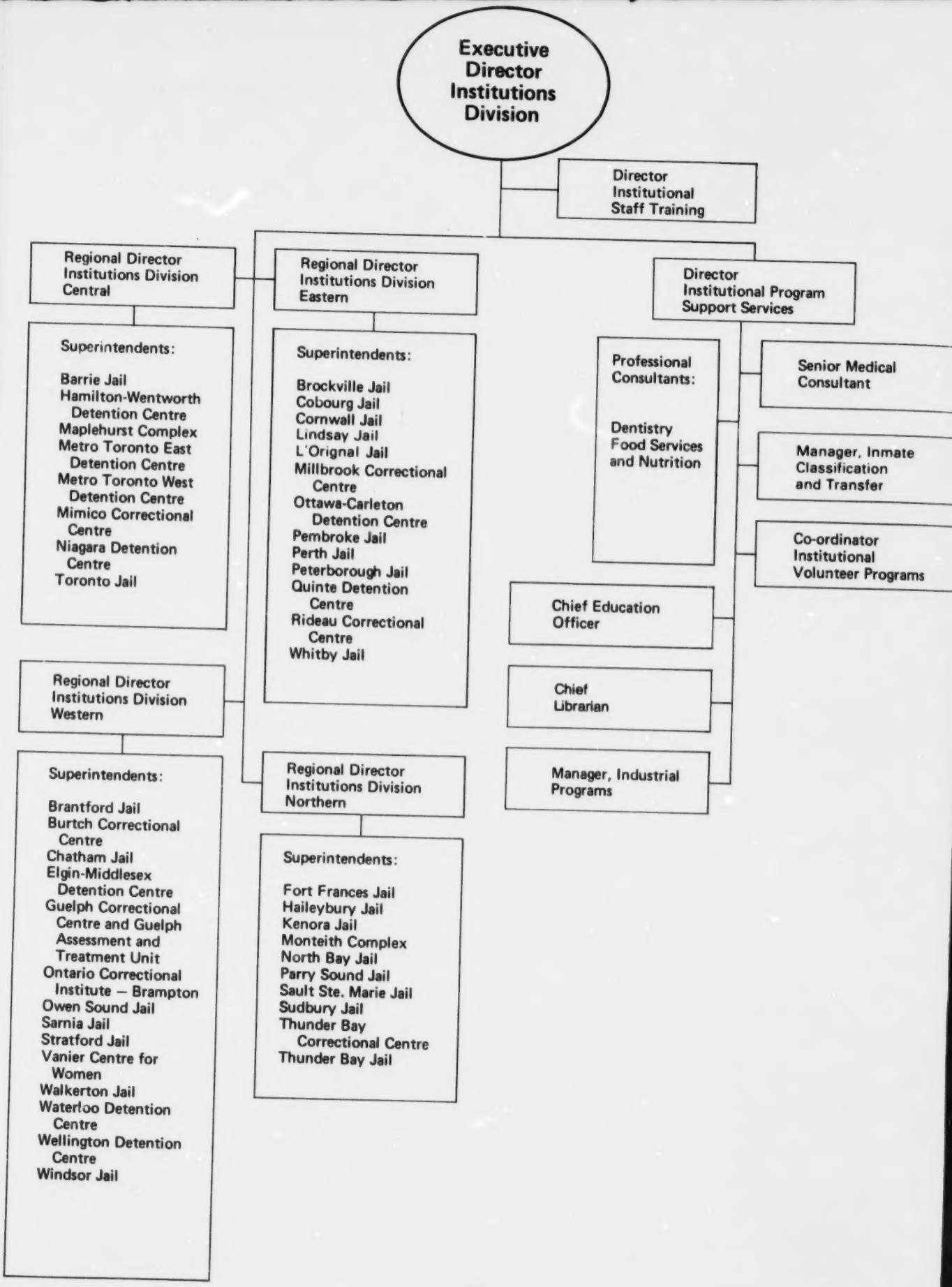
Time Management
Community Service Order Co-ordination
Performance Planning and Review
Meeting Effectiveness
Advanced Management Techniques
Media Relations

Support Services

Administrative Clerks Seminars
Orientation/Access
Assertiveness Training for Clerks and Secretaries
Client Information Training
Managerial Skills for Clerks and Secretaries
Developing Professional Skills

Volunteer Training

Volunteer Supervision
Recruiting, Screening and Training Volunteers


Executive Director Institutions Division
Director Institutional Staff Training
Regional Director Institutions Division Central
Superintendents:
Barrie Jail
Hamilton-Wentworth Detention Centre
Maplehurst Complex
Metro Toronto East Detention Centre
Metro Toronto West Detention Centre
Mimico Correctional Centre
Niagara Detention Centre
Toronto Jail
Regional Director Institutions Division Eastern
Superintendents:
Brockville Jail
Cobourg Jail
Cornwall Jail
Lindsay Jail
L'Orignal Jail
Millbrook Correctional Centre
Ottawa-Carleton Detention Centre
Pembroke Jail
Perth Jail
Peterborough Jail
Quinte Detention Centre
Rideau Correctional Centre
Whitby Jail
Director Institutional Program Support Services
Professional Consultants:
Dentistry
Food Services and Nutrition
Senior Medical Consultant
Manager, Inmate Classification and Transfer
Co-ordinator Institutional Volunteer Programs
Chief Education Officer
Chief Librarian
Manager, Industrial Programs
Regional Director Institutions Division Western
Superintendents:
Brantford Jail
Burtch Correctional Centre
Chatham Jail
Elgin-Middlesex Detention Centre
Guelph Correctional Centre and Guelph Assessment and Treatment Unit
Ontario Correctional Institute – Brampton
Owen Sound Jail
Sarnia Jail
Stratford Jail
Vanier Centre for Women
Walkerton Jail
Waterloo Detention Centre
Wellington Detention Centre
Windsor Jail
Regional Director Institutions Division Northern
Superintendents:
Fort Frances Jail
Haileybury Jail
Kenora Jail
Monteith Complex
North Bay Jail
Parry Sound Jail
Sault Ste. Marie Jail
Sudbury Jail
Thunder Bay Correctional Centre
Thunder Bay Jail

Institutions Division

Executive Director - M.J. Duggan
Institutions Division
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario, M1L 4P1

The institutions division is responsible for the operation and functioning of 48 institutions, two camps and the functions carried out within as well as for institutional programs. These encompass administration, staff training, medical, education, library, recreation, industrial programs, inmate classification, and the transfer of inmates.

Within the division, four geographically formed regions have been designated. Regional directors are responsible for the operation and the implementation of policy in each of the institutions in their regions.

In addition to the four regional directors, two main office directors complete the division management team. One is the director of staff training and the other is the director of institutional program support services.

The division is composed of the following:

- 27 jails
- 9 detention centres
- 9 correctional centres
- 1 training centre
- 1 treatment institute
- 1 treatment unit
- 2 camps

All jails and detention centres are maximum security institutions; one correctional centre is maximum security, and all other facilities vary from the minimum security of the camps to a combination of all three according to the classification of the inmates and the type of programs being operated.

Adult offenders enter the correctional system via the jails and detention centres. These centres hold those who are remanded in custody while awaiting trial and those who are serving short sentences. The offenders receiving longer sentences are transferred to provincial correctional centres or to federal institutions.

It is important to point out that inmates incarcerated in our institutions are not cut off from the world as they were in years gone by. Not only do community volunteers come into the institutions, but selected inmates also go out into the community to perform many volunteer functions under the supervision of correctional staff. Examples include snow shovelling and grass cutting for senior citizens, repair and clean-up of local churches and cemeteries, assisting people who are physically disabled in sports programs and maintaining hiking trails. The monetary value of the community work done by inmates, during the year, costed at the minimum wage, was close to $1 million.

Under the temporary absence program (TAP), selected inmates are permitted to return to the community prior to the termination of their sentences for a variety of reasons ranging from family crises to paid employment. During the year, 16,564 temporary absence passes were granted. Ninety-eight per cent were completed successfully.

Institutional Staff Training Branch

Acting Director - R. P. Barrett
434 University Avenue
Box 4, Queen's Park,
Toronto, Ontario M7A 1A2

The institutional staff training branch conducts training and development programs for main office and institutions division staff. Branch staff provide training advice to institution managers

and monitor on-the-job training programs to ensure a systematic linkage with core training programs.

The variety of courses/workshops conducted by branch staff, or subsidized by branch funds, involved 6,500 participants from main office and the institutions during the fiscal year 1983-84. Additionally, the branch administers the ministry's educational assistance program for main office and institution staff. Approximately 350 staff benefited from the educational assistance program during the fiscal year.

All correctional officer training and crisis negotiation training during the fiscal year was conducted at the Ontario Police College in Aylmer. The more structured environment of the college generated favorable comments from the participants involved in the courses.

The task force formed to study the basic training system for correctional officers submitted its final report. The primary recommendation is that a five-week residential basic training course be designed to meet specific minimum standards of skill and knowledge.

All main office and institutions division managers attended training courses conducted, or supported, by the branch in the performance planning and review process.

The institutional management development program offered specialized workshops in labor relations and effective negotiation skills, in addition to supervisory and administrative courses.

Regional workshops were conducted by branch staff for nurses, office managers, record clerks, secretaries, cooks, psychologists, storekeepers and recreation staff. Additionally, branch staff were involved in the facilitation of stress seminars for institution staff at various centres.

The institutional staff training branch funded courses for affirmative action (women in management) and the Personnel Association of Toronto Conference for personnel staff.

Thirty-one institutional crisis intervention teams (ICIT) are in place, covering nine of the larger institutions and available to all institutions on a request basis. Each ICIT member received 15 days of continuation/refresher training during the fiscal year. The team's objective is to resolve a disturbance through a disciplined show of force.

Crisis negotiator training courses were conducted during the fiscal year for 81 selected institution staff members.

The branch published an updated information and resource manual which is required reading for all new correctional staff. The manual consists of three areas of concern to new staff: corrections and the ministry; activities and programs of other justice policy field ministries; and other selected topics.

Institutional Program Support Services Branch

Acting Director - Dr. P. W. Humphries
Institutional Program Support Services
Ministry of Correctional Services
2001 Eglinton Avenue East
Scarborough, Ontario, M1L 4P1

The institutional program support services branch co-ordinates and supervises program development and monitoring of activities in the following areas: energy management, health care, food, industries, self-sufficiency, library, education, institutional volunteers, inmate classification and transfer, psychology, social work, recreation and chaplaincy.

Inmate Classification and Transfer

This section is responsible for the initial classification and reclassification of all inmates sentenced to more than 124 days; the co-ordination of training of institution classification officers; policy and procedural recommendations pertaining to the inmate classification system; arranging and co-ordinating the transfer of all provincially sentenced inmates between institutions in Ontario;

the transfer of all federally sentenced inmates in Ontario, from ministry jails and detention centres, to federal institutions; the transfer of remanded inmates between the Metropolitan Toronto institutions; the administration of interprovincial agreements on the exchange of inmates; and liaison with the federal government for the exchange of inmates between Canada, the United States and Mexico. The section also effects transfers for various police departments and Employment and Immigration Canada, as necessary.

Approximately 16,000 inmates were processed through the classification system and approximately 26,000 inmates were transferred during the year.

The section has a staff of 18 provincial bailiffs and one classification officer. The section has also seconded two female correctional officers to train as provincial bailiffs as part of the commitment to the ministry's affirmative action program. The bailiff fleet consists of seven security-equipped vehicles, including three highway buses, all of which are equipped with mobile radios and telephones.

The section continues to provide weekly transportation services to every jail and detention centre throughout the province. This service assists greatly in keeping those institutions affected by overcrowding at reasonably manageable levels and makes possible more effective use of correctional centre bed space.

The section, as the ministry liaison with Canadian Police Information Centre (CPIC) officials, has also formalized procedures between the various police departments and the ministry on the use of the CPIC and the processing of outstanding charges on inmates. The section has also made a significant contribution to the ministry's self-sufficiency program through the transportation of equipment and produce and, in 1982, began a mail distribution service between institutions and main office.

Health Care Services

Health care staff provide dental, medical, nursing, and psychiatric services to inmates. They also assist in setting standards for health care and in the co-ordination of the special treatment facilities within the ministry.

They are also involved in recognizing when a medical need must be met by persons or facilities outside the ministry, and in arranging for such assistance.

Industrial Programs

The fastest growing area is in the manufacture of security hardware. A prototype of a prefabricated jail unit was completed. Final designs have been prepared for the production of a number of such installations and construction of similar facilities is planned over the next few years. This will keep the jobbing shops at the Guelph and Millbrook correctional centres busy for two to three years.

The majority of shops improved their performance, partly due to the general economic recovery. A good example of this is the mattress shop which has been having a good year after two years of reduced demand. The general recovery in the mattress industry allowed the section to expand its marketing efforts.

Energy Management

The ministry's excellent performance in energy conservation was again demonstrated when eight of its institutions received awards for energy savings in excess of the government's targets. The cumulative savings to the ministry during the program's six-year history, is estimated to exceed $4 million.

In order to build on the gains made in this area in the past and to ensure that the momentum will be maintained in the future, a number of new projects are being planned such as: an additional solar-heated, domestic hot water heating system for Millbrook Correctional Centre and in-house manufactured

storm windows for the inmate areas at Metropolitan Toronto West Detention Centre.

Food Services

Meals that are served in the institutions are not elaborate, but they are designed to supply all the nutrients essential for good health.

Inmates work in many of the institutional kitchens. This on-the-job training and work experience enables some of them to obtain jobs in the food services industry when they return to the community.

More than seven million meals were served during the past year in correctional institutions. Many of these were special diets for medical reasons. Inmates may also have special diets for religious reasons, providing an appropriate clergyman certifies that the religious dietary pattern is his/her normal custom.

Library Services

Library services are available to all inmates. Statistics for the first six months of the fiscal year 1983-84 showed an increased use of the books provided, and it is expected that this increase will be maintained. Experience in Ontario, as well as in other jurisdictions, has shown that libraries offer valuable recreational and educational resources which are generally appreciated by inmate users.

Increased use of the staff library has also been noted, and this is partly due to the new quarters provided at main office in Scarborough. The use of on-line searching has increased since the library added its own terminal, but the more traditional sources of information, i.e., books and periodicals still have an important part to play in the provision of library services to staff.

Institutional Volunteer Programs

The number of regular institutional volunteers has increased to 2,626 individuals and there has been continued emphasis on the development of improved management techniques by those who co-ordinate volunteer programs.

Institution managers continue to seek services from the community and its agencies to help meet individual inmate needs and to enrich programs within the institutions. An increasing number of social work and correctional services students, from community colleges and universities, are providing counselling and planning services to inmates, even in the small maximum security jail setting.

Fourteen institutions now have volunteer co-ordinators, while four other large institutions have designated a professional services staff member to co-ordinate volunteer programs.

The ministry continues to encourage and support programs that may assist inmates in developing significant support systems outside the institution which will encourage them to avoid further criminal activity.

The M2/W2 (Man to Man and Woman to Woman) Ontario organization co-ordinated the work of 135 volunteers in service to inmates who needed friendship both during and after incarceration. About one-third of these relationships continued after discharge.

One senior volunteer at the Metropolitan Toronto West Detention Centre continues to teach drafting, and some blueprint reading, in the institution's arts and crafts room.

Forty-four community service awards were approved by the minister for presentation to individuals in recognition of their outstanding service to institutional programs during the last fiscal year.

Native Inmate Programs

Native inmates have special problems and program needs. To assist them in the resolution of these problems, the

ministry employs Native liaison workers on a contractual basis. The Native liaison workers provide co-ordination of activities such as sweat lodges and self-help groups. They also provide assistance to Native inmates such as release planning and communication with various band councils and reserves.

Recreation Programs

Throughout the institutions division, recreation is viewed as an essential component of inmate programs. Each institution provides leisure time activities for inmates which incorporate both physical activities such as sports or weight-lifting and less strenuous activities such as board games and hobbycraft. Correctional centres provide daily recreation programs in both of these areas as well as "special event" days on long weekends or holidays. On the whole, inmates respond positively to the recreation programs and the institutions will continue to provide and to diversify these programs.

Farm Programs

The main purpose of the farm program is to produce as much of our own food as possible and to provide meaningful work for the inmates. (See next page for chart.)

Potatoes and root vegetables continue to be the largest production group of items as they can be easily stored for winter use. The growth of salad vegetables provides an important addition to the institutional diet in the summer.

Livestock production is an important part of the farming operations. Beef, pork and egg production showed an increase this past year.

Educational Programs

The goal of educational programming in the ministry is to provide individuals with the opportunity to develop attitudes and skills which will enable them to function more constructively in society.

Eleven educational programs are operated in nine correctional centres and two detention centres. They include an innovative co-educational program that is ongoing at the Vanier Centre for Women and the Ontario Correctional Institute (males) in Brampton. The scope of programming includes academic, technical, vocational, and life skills courses. Basic reading and mathematics courses accommodate illiterates, and upgrading, refresher, and secondary school credit courses are also provided. Technical and vocational courses give an introduction to trades and develop work skills. Where possible, the vocational training programs allow for apprenticeship and secondary school credits through the Linkage Project of the ministries of Colleges and Universities and Education. Life skills courses develop skills and attitudes for successful daily functioning, with an emphasis on employment.

The 47 professional teachers and 25 trades instructors delivering the programs receive valuable assistance from citizen volunteers.

The temporary absence program for educational purposes, which allows selected inmates to study in the community, is encouraged where appropriate.

The past year has been one of active review of educational programming with a view to maintaining the most relevant and up-to-date educational opportunities possible.

A project, known as PLATO (Programmed Language Automated Teaching Operations), has enhanced established academic programs and traditional teaching approaches by the introduction of computer technology. Two institutions have computer-based courses in adult basic education, high school upgrading and life skills.

FARM PROGRAM COST AVOIDANCE

Type of Product	Quantity		Estimated Wholesale Value
Potatoes	1,067,606	lbs.	$ 148,662
Carrots	31,521	lbs	4,770
Cabbage	91,976	lbs.	15,191
Turnips	15,696	lbs.	3,438
Onions	32,502	lbs.	10,402
Beets	37,009	lbs.	5,700
Beans	6,254	lbs.	3,341
Tomatoes (Hydroponic)	10,441	lbs.	4,409
Fresh Produce	37,599	lbs.	24,830
Corn - Sweet	8,619	lbs.	2,655
- Cattle-corn	205,265	lbs.	14,368
Winter Wheat	61,775	lbs.	2,471
Oats	-		-
Hay/Straw	33,248	bales	49,508
Haylage	60.2	MT	4,478
Barley/Grain	82.2	MT	28,831
Pork	89,210	lbs.	111,901
Beef	11,682	lbs.	18,190
Poultry, etc.	9,482	lbs.	10,075
Eggs	55,706	doz.	65,422
		TOTAL	$ 528,642

Cost of Production	Amount
Salaries	$ 184,602
Employee Benefits	30,469
Transportation & Communication	1,808
Services	43,238
Supplies & Equipment	213,105
TOTAL	$ 473,222

Cost Avoidance (Net)	$ 55,420

WESTERN REGION

Acting Regional Director, Institutions Division - Lyndon Nelmes
Ministry of Correctional Services
1315 Bishop Street
Cambridge (Galt), Ontario N1R 6Z2

Institutions	Superintendent	Operating Capacity March 31/84	Average Daily Count 1983-84	$ Per Diem 1983-84
Burtch Correctional Centre	J. C. Moclair	252	204	74.93
Guelph Correctional Centre	W. J. Taylor	600	591)	73.46
Camp Dufferin	W. J. Taylor	40	10)	
Ontario Correctional Institute	Robert Morris (acting)	220	199	95.22
Vanier Centre for Women	Miss Sylvia Nicholls	103	75	156.95
Jails and Detention Centres				
Brantford	W. Hazelton	38	48	69.38
Chatham	J. F. Pinder	50	34	76.61
Owen Sound	W. A. Hoey	46	29	89.17
Sarnia	J. F. Whiteley	59	42	78.89
Stratford	J. M. Sinclair	36	30	84.50
Walkerton	B. C. Parker	34	25	94.41
Windsor	M. V. Villeneuve	97	88	73.07
Elgin-Middlesex Detention Centre	J. T. O'Brien	232	226	74.11
Waterloo Detention Centre	T. H. Watson	60	71	79.38
Wellington Detention Centre	James Cassidy	112	78	73.10

WESTERN REGION

Operating Capacities

To help offset high counts, three institutions increased their operational capacity: Elgin-Middlesex Detention Centre by 28 per cent; Wellington Detention Centre by 14 per cent; and the Ontario Correctional Institute by 10 per cent. Plans are underway that will create more space at both the Brantford Jail and Waterloo Detention Centre.

Construction Projects

Various in-house projects were completed that enhanced security or the overall appearance of certain institutions. Among these were: Walkerton Jail administration and visiting area; Windsor Jail security doors; Wellington Detention Centre walkway between gymnasium and exercise yard; and Guelph Assessment and Treatment Unit window grilles. At Windsor Jail, a new gymnasium and chapel also were completed. Most of the work was carried out using regional resources and inmate labor which, together with the utilization of recycled or reusable material, resulted in significant cost avoidance.

Staff Training

This important area received considerable attention, and the focus throughout the year was placed on the development of those staff occupying specialist roles, such as nursing co-ordinators, training officers, personnel clerks and security officers. All of these groups were brought together for training workshops, as were assistant and deputy superintendents. The major thrust towards performance planning and review resulted in one-day seminars being conducted for middle management staff. Superintendents in the region met on three occasions to discuss a variety of subjects of mutual concern such as the development of an on-line data system and stress management.

Farm Program

The Burtch Correctional Centre, through its pork and beef operations, provided meat products to jails and detention centres. Root crops, grown at Guelph Correctional Centre, were distributed to two other institutions, resulting in cost savings.

Community Work Projects

Links with the community through shared work experiences with inmates continue to thrive and some examples include tasks such as the Saugeen River dam clean-up, the Blue Springs Boy Scouts' Camp roof repair, the Girl Guides' Camp Corwin renovation project, masonry repairs at local churches, the Museum of Indian Archaeology assistance program and the Kiwanis Camp general pre-season opening clean-up.

Program Developments

The Ontario Correctional Institute began a pilot project called the PLATO program, using computers for educational purposes. With the success of this programmed learning experience, a wider application of this technology is now being explored. The creation of a family relations group to address the problems of stress is an important addition to the institute's already varied program component.

At Elgin-Middlesex Detention Centre, 222 inmates took part in correspondence courses, and, with the assistance of volunteers and students, subject matter ranging from basic literacy to electrical theory was offered to the inmate population.

Burtch Correctional Centre developed an impaired drivers education program involving professionals such as police, lawyers, psychologists, doctors and insurance personnel.

The Guelph Assessment and Treatment Unit continues to develop special recreation and leisure education programs for those inmates having limited mental capacity and social inadequacy traits.

Industries

The cannery at Burtch Correctional Centre has maintained its high level of production, and is increasing its stock of canned foods together with its on-site storage capability. At Guelph Correctional Centre, industrial productivity and profitability has increased in the tailor shop, woollen mill and jobbing shop. This latter shop is heavily involved in the production of prefabricated unit components for the ministry.

The cottage industry at Elgin-Middlesex Detention Centre has generated revenue in excess of $35,000 as inmates assemble products for Northern Telecom. At the Vanier Centre for Women, residents continue to assemble cosmetic mirrors and various Rubbermaid products for domestic households.

Energy Conservation

Two major retrofit projects were completed at Guelph and Burtch correctional centres. Savings in fuel costs are expected to be significant.

Community Awareness

Institutional staff continued their public education efforts through numerous public speaking engagements and audio-visual presentations at local malls throughout the region. Open houses and media coverage highlighting positive program aspects helped increase community awareness. A symposium held at the Ontario Correctional Institute in March 1984, reflected on the treatment developments with offenders who are mentally disordered. The symposium provided correctional staff and members of the community and justice agencies the opportunity to share information and ideas on this subject.

CENTRAL REGION

Regional Director, Institutions Division - John L. Main
Ministry of Correctional Services
2 Dunbloor Road, Suite 312
Islington, Ontario M9A 2E4

	Superintendent	Operating Capacity March 31/84	Average Daily Count 1983-84	$ Per Diem 1983-84
Institutions				
Maplehurst Correctional Centre	A. J. Roberts	400	374	82.70
Mimico Correctional Centre	G. G. Simmons	538	360*	54.43
Jails and Detention Centres				
Barrie	D. M. McFarlane	98	97)	
Camp Hillsdale	D. M. McFarlane	60	33)	65.37
Toronto	C. C. DeGrandis	44	439	56.45
Hamilton-Wentworth Detention Centre	R. D. Phillipson	340	359	60.77
Metropolitan Toronto East Detention Centre	P. D. Jackson	400	382	58.65
Metropolitan Toronto West Detention Centre	F. A. DuCheneau	380	489	43.41
Niagara Detention Centre	J. G. Hildebrandt	120	123	71.72
House of Concord	J. R. Stone Liaison officer	82	48	89.98

* This figure is low due to intermittent sentences served on weekends.

CENTRAL REGION

During the past year, counts have levelled off at some of the region's institutions. Increases, however, were noted at Hamilton-Wentworth Detention Centre, Barrie Jail, and Metropolitan Toronto West Detention Centre. The general atmosphere has remained positive, which denotes a commitment by all staff to the task at hand.

Barrie Jail and Camp Hillsdale

As in previous years, the self-sufficiency program has been the mainstay of this institution and its satellite camp. The facility is now completely self-sufficient in eggs, pork and poultry production, and is working toward a similar goal in meat production. Expansion is underway to provide a computer room and additional offices in the administration area, as well as a new public visiting area.

Hamilton-Wentworth Detention Centre

In 1983, two classification counsellors were hired to assist with the growing number of social service programs and services including the ministry's new short-term classification program.

Ellen Osler Home and Calvert House community resource centres both continue to be utilized and an additional community residential agreement was entered into with Wayside House.

Volunteer programs have expanded to include a daily art program and an increasing emphasis is being placed on educational programming including literacy training. The community work programs also branched into new areas including giving assistance to the Association for the Mentally Retarded and a local minor hockey association.

Information sessions at the institution were initiated this year for students from various secondary schools and colleges interested in the correctional field.

Maplehurst Correctional Centre and Adult Training Centre

Educational programs for inmates at the Maplehurst Complex are individualized and cover academic and trades subjects. Students earned 832 secondary school credits and eight students earned secondary school graduation diplomas. Students are presently earning co-operative education credits in the community by working at the local Adult Rehabilitation Centre for the Mentally Retarded, fire halls, a truck centre and churches.

Community service projects included: reforestation for the Ministry of Natural Resources in Cambridge; snow shovelling for senior citizens in Milton; and assisting local service clubs and the chamber of commerce.

The recreation department has developed a successful project in which recreational staff and inmate volunteers assist in a Thursday evening recreational program for up to 25 mentally retarded adults in the Milton community.

Metropolitan Toronto East Detention Centre

Over the last year additional beds were added to increase the operating capacity to 400. Work has begun on a new visitors' waiting room with a larger capacity. Emphasis has been given to increased community awareness, particularly with lectures at the high schools, community colleges and the university level. A variety of new recreation programs have been developed for inmates. A video-taped index of these programs and services available is shown to inmates on a regular basis.

Metropolitan Toronto West Detention Centre

A great deal of planning regarding expansion has taken place over the past year. A new 32-bed unit will be operational shortly, and planning continues for a 192-bed addition which

will house female inmates. Further expansion in support facilities will take place to complement the new wing.

Mimico Correctional Centre

The Mimico Correctional Centre continued to be a multi-programmed institution which is community service oriented. The temporary absence and community resource programs maintain a leading role in the objectives of the institution. A total of 512 inmates participated in the community resource centre program. In addition to their particular educational and employment pursuits, these inmates completed 1,547 hours of community service.

The temporary absence program was utilized, for the purpose of providing labor for community work programs, by inmates housed at Mimico Correctional Centre. These inmates supplied a total of 25,056 hours of labor to such agencies as the Credit Valley Children's Treatment Centre and Sheridan Villa Home for Seniors.

With the increase in the number of intermittent sentences, inmate involvement in community service has increased dramatically. Inmates have worked a total of 33,280 hours on reparative projects such as the Black Creek Pioneer Village and the Norwood Nursing Home.

Niagara Detention Centre

Inmates serving intermittent sentences continued to work in the community on several work projects. Additionally, general population inmates performed general maintenance and repairs to office furniture for the Ministry of Transportation and Communications.

Niagara Detention Centre now has an agreement with Wayside House Community Resource Centre where inmates, who qualify for temporary absence passes, reside while they look for employment or attend educational programs.

Toronto Jail

Major renovations are underway to update and expand administration areas, the institution laundry facilities, and the admitting and discharge area.

Revised standing orders, along with the introduction of floor supervisors, has improved the operation of this maximum security institution.

Although limited by space and manpower resources, inmate programs, conducted by volunteers, are successful components of the jail's operation.

NORTHERN REGION

Regional Director, Institutions Division - George F. Tegman
Ministry of Correctional Services
199 Larch Street, 9th Floor
Sudbury, Ontario P3E 5P9

Institutions	Superintendent	Operating Capacity March 31/84	Average Daily Count 1983-84	$ Per Diem 1983-84
*Monteith Correctional Centre	D. S. Smith	120	104	88.20
Thunder Bay Correctional Centre	J. R. Keddie	120	104	94.52
Jails				
Fort Frances	A. D. Abbott	22	15	161.02
Haileybury	D. C. Rhiness	41	36	77.49
Kenora	Mrs. B. A. Johnston	99	73	92.16
Monteith	D. S. Smith	26	21	-
North Bay	R .S. Doan	71	56	77.04
Parry Sound	T. M. Wight	50	33	93.47
Sault Ste. Marie	W. J. Martin	61	64	95.59
Sudbury	A. G. Hooson	129	85	82.20
Thunder Bay	E. P. Dutka	97	67	98.20

*Includes Monteith Correctional Centre and jail budgets
Per diem reflect Monteith Correctional Centre and jail combined.

NORTHERN REGION

Many improvements to existing facilities were made last year in the northern region. Inmate labor was used extensively for local renovations and to provide service to local communities.

Monteith Correctional Centre

Considerable agricultural activity continues at the Monteith Correctional Centre. The centre presently has 68 cattle, 38 pigs, 3 horses and 478 chickens. They are expecting 34 calves and four litters of pigs.

The sawmill at Monteith produced 23,172 board feet of lumber during the year. Using their own lumber and inmate labor, two buildings were built and new siding was put on three existing buildings.

The wood-cutting operation also produced 465 logs for the Ministry of Natural Resources, 265 face cords of firewood for senior citizens and fuel wood for institutional use.

The inmates, under staff supervision, assisted in many community projects. For example, they helped in the horseback riding program at Northwood Crippled Children's Camp. They helped construct a new community centre in Porquis Junction and they went out daily to assist the elderly at South Centennial Manor in Iroquois Falls.

Academic instruction will be enhanced with the planned introduction of PLATO in the school.

Staff training received high priority. The highlight was the Ontario management development program provided through affiliation with Northern College in Timmins. Sixteen staff members received diplomas.

Thunder Bay Correctional Centre

The farm program at Thunder Bay continues to be active. They presently have 67 cattle, 75 pigs and 485 chickens.

A new outdoor sports complex was completed during the year. This includes a hockey rink with night lighting, a baseball field, a football field and a running track. The inmates, under the supervision of trades teachers, performed much of the work.

Thunder Bay inmates worked on a variety of volunteer community programs. The winter snow shovelling route for senior citizens increased to 90 homes. Inmates helped in a variety of sports activities such as the special olympics for the mentally retarded, bowling for people who are physically disabled and swimming for senior citizens. Many hours were devoted to helping the Ministry of Tourism and Recreation at Big Thunder Ski Jump and Old Fort William.

Fort Frances Jail

Opportunities for inmates for employment, vocational and academic training programs have increased. They are available to selected inmates via the temporary absence program.

Staff training increased during the year. One to three staff were involved in each of the following courses: basic supervision refresher; CO2 refresher; assertiveness training; institutional management training; crisis negotiation and cardio-pulmonary resuscitation training.

Under the Operation Aware program, students from grades four, five and six, accompanied by their teachers, toured the jail. Jail staff supervised the tour.

Renovations during the year included the installation of a new heating system, windows, eavestroughs, soffits, and the construction of an isolation cell.

Haileybury Jail

Community volunteers from Alcoholics Anonymous, the Salvation Army and New Liskeard clergy provided a valuable service to the inmates. They conducted weekly group sessions and individual counselling.

Inmates went out into the community to work at a variety of volunteer community services: maintenance of lawns and flower beds at the local court house; painting; building repairs and ice maintenance at the local arena; and carpentry work at a church.

Instructors from Monteith Correctional Centre provided training for staff in cardio-pulmonary resuscitation and first aid.

Kenora Jail

Inmates were involved in many activities, both within the institution and in the community. Inmates, under the supervision of correctional staff, painted the male wing of the jail. Inmates continued their volunteer work in the community by: helping senior citizens and people who are physically disabled; performing maintenance work at a church camp; and assisting at a multi-cultural festival.

Installation of new equipment allowed more outdoor recreation for inmates.

Staff participated in a variety of training events during the year.

North Bay Jail

Volunteers provided many important services within the jail. Included are group and individual counselling, literacy training, religious services, assistance to Native inmates, vocational counselling, career planning and assistance to inmates who are mentally retarded.

Inmate volunteers spent many hours working at cemetery maintenance and highway clean-up.

Parry Sound Jail

Staff training increased significantly during the year for the administrative and correctional staff.

The institution has received many favorable comments about the condition of the building and the attractive grounds and garden display. This is due to the painting and maintenance program carried out by staff-supervised inmates.

The temporary absence and volunteer programs were active during the year.

Sault Ste. Marie Jail

The winter works program enabled the jail to make repairs to the building which included new flooring in the dormitories, new grilles in the visiting area and the refurbishing of the kitchen and the inmate shower and washroom areas.

A new portable office building was leased to provide extra office space. Eighteen new bed spaces were added.

A new telephone system was installed and new locks have been ordered.

Inmates provided 2,687 hours of volunteer labor, working on government, church and community projects.

Sudbury Jail

The extensive building and renovations program for the jail under the Board of Industrial Leadership and Development (BILD) program of the Ontario Government is in the planning stage.

Inmates on temporary absence passes attended a variety of community programs. These programs included alcohol and drug treatment, life skills, education and employment counselling.

Volunteers from many community agencies were regular visitors to the jail.

Thunder Bay Jail

During the year, the number of inmates eligible for temporary absence passes increased. The inmates were able to seek employment or education which would facilitate their reintegration into society.

Staff training is a continual process for all staff.

EASTERN REGION

Regional Director, Institutions Division - Sydney Shoom
Ministry of Correctional Services
1055 Princess Street, Suite 404
Kingston, Ontario K7L 1H3

Institutions	Superintendent	Operating Capacity March 31/84	Average Daily Count 1983-84	$ Per Diem 1983-84
Millbrook Correctional Centre	G. B. Preston	272	266	74.71
Rideau Correctional Centre	G. R. D. Fisher	160	140	95.34
Jails and Detention Centres				
Brockville	L. R. Hudson	24	22	113.14
Cobourg	H. J. Yorke	39	31	93.10
Cornwall	R. Dagenais	25	25	101.81
Lindsay	P. H. Campbell	36	29	121.71
L'Orignal	K. L. Clark	20	16	145.59
Pembroke	D. L. Turner	28	25	111.57
Perth	C. R. Stewart	26	16	154.86
Peterborough	L. W. Wiles	38	35	123.17
Whitby	F. R. Gill	127	113	81.79
Ottawa-Carleton Detention Centre	J. J. Duncan	194	203	66.39
Quinte Detention Centre	G. K. Meyer	150	137	67.54

EASTERN REGION

During the past year, a number of institutions continued to experience high counts while others functioned at or near capacity.

The food self-sufficiency program for the eastern region resulted in the farming of more than 150 acres of land at four institutions. Produce harvested included tomatoes, cucumbers, lettuce, radishes, green onions and beans. Root crops which were produced for storage and usage during the winter months were onions, beets, cabbage, carrots, potatoes, and turnips. As well, the region grew feed corn for the livestock operation at Rideau Correctional Centre. Total produce yield was approximately 900,000 pounds.

The increase in the chicken flock to 2,000 enabled the production of sufficient eggs for the region. The number of pigs was increased to 120 and enough pork was produced to supply 70 per cent of the regional needs.

Inmates were used to clear a Ministry of Natural Resources wood lot and the wood obtained from this lot is being utilized for fence posts and also for wood which is required for a cattle barn which will be constructed in the very near future.

The eastern region's self-sufficiency program was highlighted on a CBC program entitled Country Canada. This program, which was aired across Canada on Christmas Day, 1983, was filmed at Rideau Correctional Centre and Quinte Detention Centre.

The eastern region has been divided into three catchment areas for the purpose of integrating service and improving communications between the institutions division and the community programs division. Institutional managers meet with their counterparts from the community programs division on a regular basis and have been instrumental in developing a number of joint projects, including the secondments of staff, training of volunteers, the sharing of psychological services and planning for the annual eastern region community resource centres conference. The second annual regional ICIT competition was held during the fall of 1983 at the Canadian Forces Base, Kingston. For the second year in a row, the regional trophy was won by the Quinte Detention Centre. During the year, hostage negotiators were trained and are now based at several institutions located strategically across the region.

Brockville Jail

Last year, a number of renovation and repair projects were completed. For example, a holding cell and new sallyport were installed in the admitting and discharge unit in order to improve security and two additional closed-circuit television cameras were installed.

During the year, inmates continued to work on Ministry of Natural Resources (MNR) land under the supervision of MNR staff.

Cobourg Jail

Several significant renovation projects were undertaken by staff, with inmate assistance. One such program involved converting the top floor of the former superintendent's residence into a new regional staff training facility. Several closed-circuit television cameras were installed at the Cobourg Jail during the year.

Cornwall Jail

Inmates, supervised by staff, worked on several renovation projects, including painting the entire jail. Other important improvements were made under the winter works program.

During the year, plans were developed for a prefabricated accommodation unit in order to alleviate overcrowding at this institution.

Lindsay Jail

A number of major renovations were undertaken during the fiscal year.

These included: the construction of a new security control module; a new admitting and discharge unit including two holding cells; a new visiting unit; provision of a new inmate clothing room, electrical room, shower and washroom; new female cell; and a new fire system. All inmate living units were repainted and a closed-circuit television system was installed.

L'Orignal Jail

All staff of the L'Orignal Jail are able to offer service to the public and inmates in both official languages.

Programming changes at the jail during the year included the introduction of a regular Alcoholics Anonymous program as well as a chaplaincy service which includes regular visits by the duty chaplain from the Ottawa-Carleton Detention Centre.

Several renovation projects have been completed including the painting of the entire jail.

Millbrook Correctional Centre

A number of innovative programming and renovation projects were initiated during the past year. For example, a pilot research project was developed which utilizes computer-based educational instruction for inmates and the preliminary results have been most encouraging. Also, inmate programming has been enhanced through the introduction of a video cassette recorder which now permits the showing of movies in the dayrooms.

Industrial staff at the correctional centre developed a new electric locking mechanism design which has now been put into production.

Significant gains have been made in energy conservation and the institution received a silver award for energy conservation from the Ministry of Energy.

Ottawa-Carleton Detention Centre

The installation of a new two-way communication system began during 1983-84.

An innovative research project was implemented at the Ottawa-Carleton Detention Centre which involves the development by the psychologist of a classification instrument that will assist staff in the determination of inmates for community program placements. The level of supervision inventory project has attracted interest in other regions and will be considered for implementation across the province after it has been further refined.

Closed-circuit television cameras and monitors have been installed in the female unit.

Pembroke Jail

Considerable planning occurred regarding the construction of a prefabricated confinement unit during the next fiscal year. Also, plans are being made for a new kitchen, laundry and a new segregation unit. The provision of these facilities will alleviate, to a significant degree, the present demands of high inmate counts. These renovations will free up space that will be used as a staff training facility.

Perth Jail

Completed renovations provided two new segregation cells as well as improvements in the kitchen and offices. At year's end, plans were being developed for the installation of a prefabricated unit to increase the capacity of the jail as well as to provide for suitable programming and storage space.

Peterborough Jail

During the past fiscal year, the ministry's first prefabricated confinement unit became operational at this institution. This has resulted in an increase in capacity of ten beds.

Other projects included the painting of the exercise area and the installation of closed-circuit television cameras in that location.

Quinte Detention Centre

A number of renovation projects were completed during the year utilizing inmate labor. For example, a perimeter security wall was built around the maximum security living unit and exercise yard. Inmates from the Quinte Detention Centre performed 4,000 hours of labor during this construction, erecting scaffolding, supplying blocks and mixing mortar. A staff member supervised this inmate work gang under the overall direction of the contract firm. In addition, after the completion of the security wall, all landscaping was completed by inmate labor.

The minimum/medium security dormitories were double-bunked in order to increase the capacity in these living units from 48 to 96.

Inmates participated in community work programs in such projects as clean-up of fair grounds and cemeteries, forestry, snow removal and harvesting.

Quinte Detention Centre sponsored its first open house in December which was well attended. Guests included many local dignitaries, law enforcement officers, crown attorneys and judges.

A number of programs continued to operate during the year utilizing both staff and community volunteers, such as Alcoholics Anonymous, alcohol and drug counselling, remedial reading, correspondence courses, hairdressing, macrame, typing, general recreation, spiritual counselling and bible study classes.

A successful staff seminar on the management of stress was held. The keynote speaker was the noted psychiatrist, Dr. George Scott.

Rideau Correctional Centre

Inmates of the Rideau Correctional Centre participated in a number of community volunteer work projects including the construction of a jungle-gym for the community of Burritt's Rapids, the construction of a tri-county rescue station in Montague Township, the preparation of wooden signs for the Perth court houses and the construction of blanket boxes to aid the Smith's Falls Settlers' Days celebration. In addition, they painted both the inside and outside of the local railway museum.

An individualized alcohol program for short-term offenders was implemented and the existing drug program expanded in scope. A course was offered to staff in managing stress and psychologists assisted in developing a hostage negotiation training package.

A new chicken house was constructed utilizing inmate labor under staff supervision. This has permitted the Rideau Correctional Centre to expand significantly its egg production as part of the region's self-sufficiency program. Work began on the construction of a cattle barn.

Whitby Jail

Program delivery services in the jail have been enhanced by the hiring of a part-time chaplain and a part-time librarian.

The jail participated in the events connected with the Durham Region Community Justice Week.

Whitby Jail was instrumental in the development of a four-bed female unit at the Durhamcrest Community Resource Centre (CRC). It is the first co-educational CRC in the province.

The winter works program permitted the jail to complete much needed renovations such as the construction of a holding cell in the admitting and discharge area and a six-cell segregation unit.

Statistical Section

This section of the report provides statistics on the clients served by the ministry's various programs during the 1983/84 fiscal year and where appropriate, comparisons to previous years. A glossary is provided at the end of the section to clarify terms used within the tables.

The data in Table 1 show that during the last fiscal year, 50,341 persons were admitted to jails and detention centres a total of 68,138 times for 176,698 separate offences. It is clear that some persons were admitted more than once, and many had been charged with multiple offences. A person may be admitted to a jail or detention centre on remand prior to trial, may be held for immigration, or may be admitted subsequent to receiving a sentence of imprisonment. Comparative admission data for 1982/83 indicate a slight decline in the number of admissions in 1983/84.

TABLE 1

ADMISSIONS TO INSTITUTIONS

	1982/83	1983/84	% CHANGE
PERSONS	51,097	50,341	-1.5
ADMISSIONS	71,090	68,138	-4.2
COUNTS OF OFFENCES	183,614	176,698	-3.8

Table 2 provides similar comparative data for sentences to imprisonment. A person sentenced to imprisonment may have been admitted on remand prior to the fiscal year in which he/she was sentenced. Again, the data show that some persons received more than one sentence, and that single sentences often reflected multiple offences.

TABLE 2

SENTENCES TO IMPRISONMENT

	1982/83	1983/84	% CHANGE
PERSONS	40,875	40,376	-1.2
SENTENCES TO IMPRISONMENT	52,491	50,248	-4.3
COUNTS OF OFFENCES	123,718	118,981	-3.8

TABLE 3

TYPE OF SENTENCES TO IMPRISONMENT BY SEX: 1983/84

	MALE	FEMALE	TOTAL
FINE DEFAULT	16,739	1,252	17,991
PROVINCIAL (Not Fine Default)	28,186	2,123	30,309
FEDERAL	1,904	44	1,948
TOTAL	46,829	3,419	50,248

In Table 3, the total number of sentences to imprisonment are divided into three catagories: fine default, provincial and federal. Fine default includes all sentences for which offenders were incarcerated for non-payment of fines. The federal category refers to all sentences of two years or more. It also includes federal inmates transferred to penitentiaries, who had been held in provincial institutions because they were federal parole violators, had escaped from a federal penitentiary, or had been transferred temporarily to enable them to attend court. As a result, the number indicated under federal is somewhat greater than the number of federal sentences issued. Sentences to imprisonment not included under fine default or federal are included in the provincial category.

TABLE 4

DISTRIBUTION OF OFFENCES LEADING TO SENTENCES TO IMPRISONMENT: 1983/84

OFFENCE TYPE	COUNTS OF ALL OFFENCES			MOST SERIOUS OFFENCE		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL
Homicide & Related	165	9	174	155	9	164
Serious Violent	1,344	108	1,452	979	56	1,035
Violent Sexual	513	0	513	365	0	365
B.&.E & Related	9,392	123	9,515	4,453	68	4,521
Sexual (Non-Violent)	233	32	265	142	28	170
Traffic/Import Drugs	1,607	159	1,766	1,165	128	1,293
Weapons Offences	1,224	43	1,267	756	33	789
Fraud & Related	6,691	1,082	7,773	1,873	353	2,226
Misc. Against Person	170	12	182	118	7	125
Theft/Possession	12,271	1,184	13,455	5,961	700	6,661
Assault & Related	4,322	233	4,555	2,752	158	2,910
Property Damage/Arson	2,048	91	2,139	904	39	943
Misc. Against Morals	51	14	65	35	10	45
Obstruct Justice	1,439	116	1,555	690	54	744
Possession Drugs	2,084	97	2,181	1,108	49	1,157
Traffic - Criminal Code	1,470	23	1,493	904	16	920
Breach Court Ord./Escape	10,772	862	11,634	3,295	299	3,594
Drinking Driving	10,676	378	11,054	7,507	277	7,784
Misc. Against Public Ord.	2,302	207	2,509	983	93	1,076
Other Federal Statutes	2,204	395	2,599	692	170	862
Parole Violator	1,149	41	1,190	755	32	787
Highway Traffic Act	7,275	294	7,569	2,711	130	2,841
Liquor Control Act	17,137	1,469	18,606	6,100	566	6,666
Other Provincial Stats.	3,595	174	3,769	1,182	45	1,227
Municipal Bylaws	9,649	1,008	10,657	678	65	743
Unknown	998	46	1,044	566	34	600
Total	110,781	8,200	118,981	46,829	3,419	50,248

In 1983/84, offenders were sentenced to imprisonment for 118,981 counts of offences. In Table 4, a distribution of these offences is presented. Counts of all offences denotes the occurrence of each offence which received a sentence to imprisonment. Most serious offence represents the most serious offence within each admission set. Here, each admission is counted only once in the category which is deemed to be the most serious offence. The categories are presented in descending order of severity.

TABLE 5

DISTRIBUTION OF AGGREGATE SENTENCES TO IMPRISONMENT

1983/84

SENTENCE LENGTH	MALE	FEMALE	TOTAL
<8 Days	8,945	968	9,913
8-15 Days	10,146	732	10,878
16-29 Days	4,418	291	4,709
30-89 Days	10,503	758	11,261
<6 Months	4,834	288	5,122
<12 Months	3,183	199	3,382
<18 Months	1,401	55	1,456
<24 Months	904	37	941
Penitentiary	1,904	44	1,948
Unknown	591	47	638
Total	46,829	3,419	50,248

Table 5 shows the distribution of aggregate sentences for each sentence to imprisonment. The penitentiary category is defined in the narrative with Table 3. Excluding the penitentiary group, the average aggregate sentences were: 70.8 days for males and 52.4 days for females.

TABLE 6

AGE OF PERSONS ADMITTED AND SENTENCED TO IMPRISONMENT

1983/84

AGE CATAGORIES	ADMISSIONS			SENTENCED TO IMPRISONMENT		
	MALES	FEMALES	TOTAL	MALES	FEMALES	TOTAL
16 Years	1,270	158	1,428	752	72	824
17 Years	2,231	209	2,440	1,689	135	1,824
18 Years	2,783	208	2,991	2,296	146	2,442
19-20 Years	5,864	459	6,323	4,818	301	5,119
21-22 Years	5,466	420	5,886	4,628	293	4,921
23-25 Years	6,586	591	7,177	5,463	412	5,875
26-30 Years	7,608	716	8,324	6,119	480	6,599
31-35 Years	4,847	431	5,278	3,864	296	4,160
36-40 Years	3,264	338	3,602	2,613	237	2,850
41-50 Years	3,880	356	4,236	3,237	281	3,518
51-64 Years	2,223	153	2,376	1,917	112	2,029
65+	251	22	273	200	13	213
UNKNOWN	5	2	7	2	0	2
TOTAL	46,278	4,063	50,341	37,598	2,778	40,376

Table 6 represents the age distribution of persons admitted during the fiscal year. Any person admitted more than once during the year is counted only once, and the age is taken as of the first admission. The last three columns show the age distribution of persons sentenced to imprisonment. Again, persons receiving more than one sentence to imprisonment are counted only once, and age is taken as of the date of the initial sentence.

TABLE 7

OFFENCE TYPE AND SENTENCE LENGTH FOR FINE DEFAULTS: 1983/84

SENTENCE LENGTH	←——PROVINCIAL OFFENCES——→				CRIMINAL CODE	TOTAL	% PAID PRO RATA
	HIGHWAY TRAFFIC ACT	LIQUOR	OTHER PROV.	MUNICIPAL BYLAWS			
± 5 Days	121	1,890	99	392	226	2,728	25.8
5-7 "	678	1,928	216	269	889	3,980	40.2
8-15 "	911	1,755	165	61	2,046	4,938	47.6
16-29 "	530	605	403	13	1,437	2,988	57.1
30-59 "	290	202	131	4	1,883	2,510	64.5
60-89 "	42	17	29	0	429	517	67.5
90+ "	14	7	14	0	295	330	67.6
TOTAL	2,586	6,404	1,057	739	7,205	17,991	47.5
% PAID PRO RATA	56.2	35.0	52.3	42.1	55.4	47.5	

Table 7 indicates the types of offences and lengths of sentences associated with the non-payment of fines. In total, 17,991 sentences were served by fine defaulters. A majority (60%) of these sentences involved offences governed by the Provincial Offences Act. Most (65%) were 15 days or less. Often, individuals admitted in default of fines pay a portion of the fine after serving some of the sentence. This is shown in the table as "% Paid Pro Rata". The aggregate sentences of fine defaulters, excluding those who paid pro rata, represent only 4% of the aggregate sentences to be served in provincial institutions.

TABLE 8

ADMISSIONS AND SENTENCES TO IMPRISONMENT OF NATIVES: 1983/84

ADMISSIONS

	MALE	FEMALE	TOTAL	% OF TOTAL ADMISSIONS
PERSONS	2,995	560	3,555	7.1
ADMISSIONS	4,785	832	5,617	8.2
COUNTS OF OFFENCES	12,546	2,024	14,570	8.2

SENTENCES TO IMPRISONMENT

	MALE	FEMALE	TOTAL	% OF TOTAL SENTENCES
PERSONS	2,682	487	3,169	7.8
SENTENCES TO IMPRISONMENT	4,044	696	4,740	9.4
COUNTS OF OFFENCES	10,087	1,667	11,754	9.9

Table 8 provides data on Natives admitted or sentenced to imprisonment during 1983/84. Natives accounted for 8.2% of all provincial admissions and 9.4% of sentences to imprisonment.

TABLE 9

ADMISSIONS AND SENTENCES TO IMPRISONMENT OF THOSE WITH PRIOR INCARCERATIONS : 1983/84

ADMISSIONS

	MALES	FEMALES	TOTAL	% OF TOTAL ADMISSIONS
PERSONS	26,178	1,554	27,732	55.1
ADMISSIONS	42,799	2,730	45,529	66.8
COUNTS OF OFFENCES	118,998	7,762	126,760	71.7

SENTENCES TO IMPRISONMENT

	MALES	FEMALES	TOTAL	% OF TOTAL SENTENCES
PERSONS	23,929	1,375	25,304	62.7
SENTENCES TO IMPRISONMENT	33,160	2,016	35,176	70.0
COUNTS OF OFFENCES	82,958	5,040	87,998	74.0

An important consideration within correctional populations is the prior record of those entering the system. Table 9 provides information on admissions and sentences to imprisonment of those with prior incarcerations within the province. Note that while they accounted for 55.1% of the persons admitted, over 70% of the counts of offences leading to admissions involved those with prior incarcerations.

TABLE 10

DAYS STAY BY REGION: 1983/84

INSTITUTION TYPE	REGION				TOTAL DAYS STAY
	NORTH	CENTRAL	WEST	EAST	
CORRECTIONAL CENTRES	76,050	286,071	390,725	148,436	901,282
JAILS & DCs	164,882	691,461	245,263	239,160	1,340,766
CAMPS	0	12,031	3,495	0	15,526
CRCs *	13,429	42,536	15,709	37,646	109,320
TOTAL	254,361	1,032,099	655,192	425,242	2,366,894

* Includes only actual days stay by T.A.P. inmates

The days stay are presented by region and by type of facility in Table 10. One days stay represents one inmate incarcerated for one day and reflects the midnight counts in each institution. The CRC counts include only the days stay of inmates on temporary absence passes (T.A.P.s), and do not reflect the utilization of the CRCs by probationers and parolees.

TABLE 11

USE OF ACCOMMODATION - CORRECTIONAL CENTRES: 1983/84

INSTITUTION	DAILY COUNTS MAXIMUM	DAILY COUNTS AVERAGE	TOTAL DAYS STAY
MALE			
BURTCH	283	204	74,511
GUELPH	638	591	216,251
HOUSE OF CONCORD	75	48	17,442
MAPLEHURST	429	374	136,950
MILLBROOK	273	266	97,228
MIMICO	584	360	131,679
MONTEITH	128	104	38,082
O.C.I.	218	199	72,664
RIDEAU	177	140	51,208
THUNDER BAY	130	104	37,968
TOTAL (MALE)	2,746 *	2,388	873,983
FEMALE			
VANIER	106	75	27,299
TOTAL (PROV.)	2,845 *	2,463	901,282

* These totals are the maximum counts for the system as a whole. The maximum counts for the individual institutions are not additive as they occurred on different days throughout the year.

TABLE 12 USE OF ACCOMMODATION - JAILS AND DETENTION CENTRES: 1983/84

INSTITUTION	COUNTS				DAYS STAY				INTAKE			
	AVERAGE		MAXIMUM		TOTAL		REMAND		ADMISSIONS		SENTENCES TO IMPRISONMENT	
	M	F	M	F	M	F	M	F	M	F	M	F
BARRIE	93	4	115	10	34,181	1,294	18,888	564	2,169	120	1,646	85
BRANTFORD	48	0	69	0	17,688	0	8,660	0	1,348	41	1,117	31
BROCKVILLE	22	0	39	1	8,066	4	1,677	1	452	17	428	10
CHATHAM	34	0	52	0	12,397	0	3,400	0	786	0	714	0
COBOURG	31	0	45	1	11,402	2	3,009	0	339	13	318	10
CORNWALL	25	0	43	2	9,284	4	3,829	0	561	29	443	26
FORT FRANCES	15	0	24	2	5,373	61	1,253	0	301	25	244	18
HAILEYBURY	36	0	49	5	13,309	74	6,315	43	341	47	273	43
KENORA	60	13	86	27	21,816	4,751	5,449	810	1,413	382	1,191	334
LINDSAY	29	0	46	2	10,783	33	3,206	5	455	27	349	14
L'ORIGNAL	16	0	25	0	5,937	0	1,759	0	226	0	164	0
MONTEITH	21	0	37	0	7,663	0	1,790	0	682	0	629	0
NORTH BAY	55	1	91	4	20,137	310	6,202	125	803	60	574	39
OWEN SOUND	29	0	44	1	10,655	6	1,951	0	484	21	402	22
PARRY SOUND	33	0	46	3	11,998	31	4,189	1	603	21	305	10
PEMBROKE	25	0	36	4	9,036	88	3,196	3	545	37	462	29
PERTH	16	0	29	1	5,895	1	1,052	0	262	3	220	3
PETERBOROUGH	35	0	52	2	12,653	82	5,212	31	937	45	688	31
SARNIA	42	0	62	1	15,356	7	4,361	0	863	49	747	41
SAULT STE. MARIE	62	2	87	6	22,842	862	9,208	183	1,194	58	920	41
STRATFORD	30	0	45	0	10,814	0	2,808	0	456	0	394	0
SUDBURY	77	8	107	14	28,287	2,937	10,940	979	1,550	129	1,102	71
THUNDER BAY	64	3	92	11	23,359	1,072	4,739	390	1,699	161	1,397	125
TORONTO JAIL	439	0	567	0	160,654	0	91,147	0	10,145	0	6,895	0
WALKERTON	25	0	39	2	8,987	54	1,880	6	361	18	308	11
WHITBY	107	6	161	16	39,119	2,130	17,565	3	1,910	101	1,449	70
WINDSOR	85	3	120	7	31,061	953	15,344	374	2,062	117	1,363	73
ELGIN-MIDDLESEX DC	212	14	274	22	77,602	4,967	17,335	677	3,775	275	3,118	209
HAMILTON-WENTWORTH DC	328	31	382	49	120,134	11,165	43,050	2,933	4,997	585	3,962	362
NIAGARA DC	123	0	156	0	45,197	0	19,320	0	2,231	0	1,558	0
TORONTO EAST DC	382	0	455	0	139,920	0	82,635	0	5,341	0	3,598	0
TORONTO WEST DC	393	96	453	120	143,956	34,960	80,470	19,295	6,721	2,330	4,416	1,329
OTTAWA-CARLETON DC	191	12	233	18	69,786	4,552	28,612	1,069	2,418	198	1,741	126
QUINTE DC	132	5	167	11	48,465	1,838	12,365	439	2,111	131	1,766	92
WATERLOO DC	71	0	91	0	26,041	0	13,916	0	1,683	0	1,341	0
WELLINGTON DC	77	1	109	4	28,209	466	7,413	202	665	47	580	38
UNKNOWN									10	136	7	126
TOTAL	3,463	199	3,926	256	1,268,062	72,704	544,145	28,133	62,899	5,239	46,829	3,419

Table 12 shows the utilization of jails and detention centres during the year. The remand days stay is shown as a sub-set of total days stay. In this report, inmates who have any outstanding charges are classified as remand prisoners. Research consistently shows that about 25% of the persons on remand have been convicted on one set of charges, but are awaiting disposition on another set.

TABLE 13

INTAKE TO PROBATION AND PAROLE

	1982/83	1983/84	% CHANGE
PROBATION	29,500	28,997	-1.7
PAROLE	2,741	3,609	+31.7

The total cases commencing terms on probation or parole during 1982/83 and 1983/84 are shown in Table 13. Probation terms imposed which extend existing orders are not considered additional intake. Of interest, 28.9% of new probation orders included community service orders and 14.3% included restitution orders.

TABLE 14

AVERAGE TOTAL COUNT: PROBATION AND PAROLE

	1982/83	1983/84	% CHANGE
PROBATION	35,666	36,902	+3.5
PAROLE	1,248	1,485	+19.0

Table 14 provides the average total count data based on the twelve month-end balances. CSOs represent 21.7% of daily probation cases and restitution cases represent 18.6%.

TABLE 15

AGE DISTRIBUTION OF THOSE COMMENCING PROBATION OR PAROLE DURING 1983/84

AGE CATEGORIES	PROBATION			PAROLE		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL
16 Years	2,278	452	2,730	159	9	168
17 Years	2,625	470	3,095	184	5	189
18 Years	2,229	369	2,598	196	5	201
19-20 Years	3,449	616	4,065	411	21	432
21-22 Years	2,378	471	2,849	391	30	421
23-25 Years	2,305	545	2,850	449	29	478
26-30 Years	2,427	675	3,102	541	48	589
31-35 Years	1,605	473	2,078	289	32	321
36-40 Years	1,090	311	1,401	177	14	191
41-50 Years	1,250	363	1,613	175	13	188
51-64 Years	657	214	871	81	4	85
65+ Years	81	20	101	5	0	5
Unknown	5	3	8	0	0	0
Total	22,379	4,982	27,361	3,058	210	3,268

Probation and parole data in Tables 15 through 18 are based on the computerized client information system and do not include all cases referenced in Table 13, which is based on aggregated workload summary data.

TABLE 16

DISTRIBUTION OF CHARGES LEADING TO TERMS OF PROBATION COMMENCING DURING 1983/84

OFFENCE CATEGORIES	MALE	FEMALE	TOTAL
Homicide & Related	24	9	33
Serious Violent	260	29	289
Violent Sexual	301	1	302
B.& E. & Related	3,518	139	3,657
Sexual (Non Violent)	338	46	384
Traffic/Import Drugs	306	45	351
Weapons Offences	668	64	732
Fraud & Related	1,554	849	2,403
Misc. Against Person	146	17	163
Theft/Possession	6,695	2,623	9,318
Assault & Related	2,561	337	2,898
Property Damage/Arson	1,703	159	1,862
Misc. Against Morals	34	33	67
Obstruct Justice	234	50	284
Possession Drugs	687	90	777
Traffic - Criminal Code	235	21	256
Breach Court Ord./Escape	342	83	425
Drinking Driving	1,393	107	1,500
Misc. Against Public Ord.	761	165	926
Other Federal Statutes	131	30	161
Parole Violator	0	0	0
Highway Traffic Act	10	0	10
Liquor Control Act	8	1	9
Other Provincial Stats.	38	7	45
Municipal Bylaws	0	0	0
Unknown	432	77	509
Total	22,379	4,982	27,361

Each probation term is counted only once and is categorized according to the most serious offence among the charges leading to the term of probation.

TABLE 17

DISTRIBUTION OF AGGREGATE PROBATION TERMS

COMMENCING DURING 1983/84

LENGTH OF PROBATION TERM	MALE	FEMALE	TOTAL
3 Months or Less	674	116	790
6 Months or Less	2,601	783	3,384
12 Months or Less	9,716	2,302	12,018
15 Months or Less	494	101	595
18 Months or Less	2,378	490	2,868
24 Months or Less	4,923	889	5,812
36 Months or Less	1,514	291	1,805
Over 36 Months	79	10	89
TOTAL	22,379	4,982	27,361

As with institutional admissions, persons on probation ultimately receive more than one term of probation. The aggregate probation terms shown in Table 17 are calculated from the beginning of the first probation order. Additional terms tend to extend the probation end date. Thus, there are terms which exceed the one term upper boundary of three years.

TABLE 18

CORRECTIONAL EXPERIENCE PRIOR TO PROBATION TERM COMMENCING DURING 1983/84

	MALE	FEMALE	TOTAL
NO PRIORS	12,022	3,772	15,794
PRIOR PROBATION ONLY	1,212	286	1,498
PRIOR INCARCERATION ONLY	5,863	621	6,484
PRIOR PROBATON AND PRIOR INCARCERATION	3,282	303	3,585
TOTAL	22,379	4,982	27,361

Contacts with the correctional system prior to probation terms during 1983/84 are shown in Table 18. The majority (58%) of probation terms involve those with no prior experience with either probation or incarceration.

TABLE 19

ONTARIO BOARD OF PAROLE STATISTICS: 1983/84

TOTAL INSTITUTIONAL, IN-PERSON HEARINGS HELD (this includes reviews and post-suspension hearings, as well as initial hearings)	7,838
TOTAL FILE REVIEW HEARINGS HELD AT REGIONAL OFFICES	5,856
TOTAL PAROLE GRANTED OR PAROLE DENIED DECISIONS MADE	6,416
TOTAL PAROLE RELEASES	3,609

TABLE 20

RESULT OF CASES PAROLED: 1983/84

RESULT OF CASES PAROLED	#	% of parole releases
SUSPENDED/WHEREABOUTS UNKNOWN	206	5.7%
REVOKED	614	17.0%
SUCCESSFUL COMPLETION	2,789	77.3%
TOTAL PAROLE RELEASES	3,609	100.0%

(Of those revoked, 81 involved a conviction on new charges. This represents 2.2% of the paroles effected during the year.)

Activities of the Ontario Board of Parole are summarized in Table 19. The 6,416 cases considered during the year resulted in 3,609 individuals being released on parole. Because of reviews of earlier decisions or deferrals, and revocation considerations, the case considered figure does not reflect the total activity of the board. In-person hearings and regional office hearings totalled 13,685.

GLOSSARY OF TERMS

ADMISSION

Any entrance to a jail or detention centre on a new set of charges for the purpose of awaiting a court hearing or trial or of serving a sentence.

PERSON

During the fiscal year, one person may represent multiple admissions, multiple sentences to imprisonment and/or multiple orders of probation. In certain tables, each person is counted only once, regardless of the activity he/she generated.

COUNTS OF OFFENCES

Many admissions or terms of probation are the result of multiple offences. Counts of offences refers to the total number of such offences.

SENTENCES TO IMPRISONMENT

A sentence of imprisonment imposed during the fiscal year, regardless of the date of admission. Additional sentences imposed during one continuous period of incarceration are not counted as separate sentences.

FINE DEFAULT

Any term of imprisonment resulting from non-payment of a fine(s).

PROVINCIAL SENTENCE

Any aggregate sentence to imprisonment less than two years.

FEDERAL SENTENCE

An aggregate sentence to imprisonment of two years or longer. This category also includes federal inmates returned to a penitentiary. This latter group may have escaped, violated parole or mandatory supervision, or may have been placed temporarily in a provincial institution for the purpose of attending court.

DAYS STAY

The total number of days of incarceration during the fiscal year, e.g. one inmate incarcerated for 30 days = 30 days stay, 30 inmates incarcerated for 1 day = 30 days stay.

AGGREGATE SENTENCE

The total sentence imposed for an offence or, group of offences. Time actually served is less than aggregate sentence because of remission, parole and early release temporary absence passes.